

TORRANCE COUNTY
COMMISSION MEETING
September 9, 2020
9:00 A.M.

For Public View
Do Not Remove



Torrance County

BOARD OF COUNTY COMMISSIONERS (BCC)

Kevin McCall, District 1

Ryan Schwebach, District 2

Javier Sanchez, District 3

Janice Barela, Interim County Manager

ADMINISTRATIVE MEETING AGENDA

WEDNESDAY, September 9, 2020 @ 9:00 AM

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Changes to the Agenda**
- 4. PROCLAMATIONS**
 - A. DWI:** Naming September as “Suicide Awareness and Prevention Month in Torrance County”.
- 5. CERTIFICATES AND AWARDS**
 - A. DWI:** Certificates of Recognition for TC Sheriff’s Office, Dispatch, Fire Department and Animal Shelter.
- 6. BOARD AND COMMITTEE APPOINTMENTS**
- 7. PUBLIC COMMENT and COMMUNICATIONS**
- 8. APPROVAL OF MINUTES**
 - A. COMMISSION:** Motion to approve the August 26, 2020 Torrance County Board of County Commission Minutes.
- 9. APPROVAL OF CONSENT AGENDA**
 - A. FINANCE:** Approval of Payables.
- 10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE**
- 11. ADOPTION OF RESOLUTION**

- A. **FINANCE:** Motion to approve budget increase: DWI (reverted funds) and Clerk (additional election costs), Resolution No. 2020-_____.
- B. **FINANCE:** Motion to approve Disposition of Vehicles, Resolution No. 2020-_____.
- C. **ASSESSOR:** Motion to approve the 2020 Imposition of Mill Rates, Resolution No. 2020-_____.
- D. **GRANTS:** Motion to approve the FY2022-2026 Infrastructure Capital Improvement Plan (ICIP), Resolution No. 2020-_____.
- E. **ROAD:** Motion to approve FY2020/2021 State CO-OP Agreements/Contracts CAP Project, Resolution No. 2020-_____.
- F. **ROAD:** Motion to approve FY2020/2021 State CO-OP Agreements/ Contracts SB Project, Resolution No. 2020-_____.
- G. **ROAD:** Motion to approve FY2020/2021 State CO-OP Agreements/ Contracts SP Project, Resolution No. 2020-_____.

12. APPROVALS

- A. **ROAD/ PROCUREMENT:** Motion to approve Professional Services Contract for Architectural Services for TC Road Shop.
- B. **DWI:** Motion to approve bylaws for Torrance County DWI Planning Council.
- C. **MANAGER:** Motion to approve Ratification of application and agreement for CARES Act funding.
- D. **MANAGER:** Motion to approve early hire of Grant Assistant.

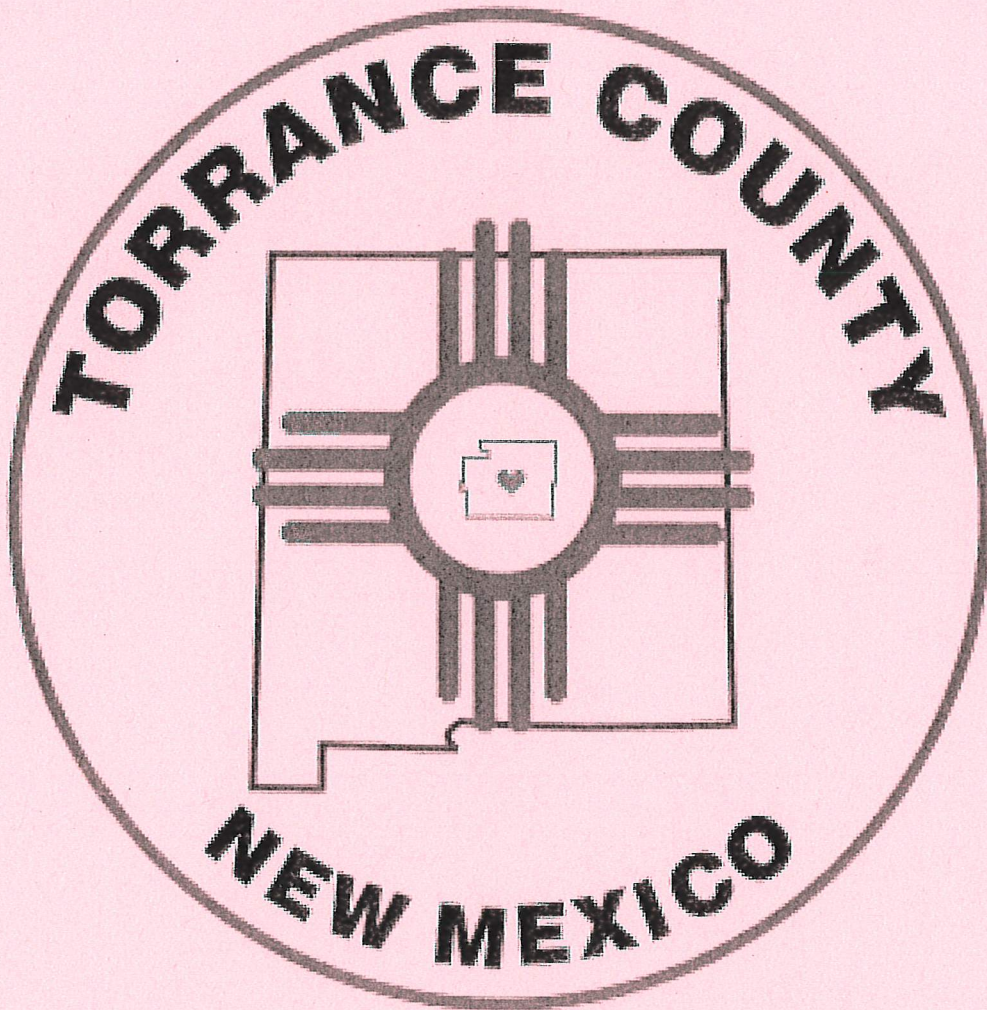
13. DISCUSSION

- A. **ASSESSOR:** Torrance County Assessor Annual Report.
- B. **MANAGER:** EMWT update, Bobby Ortiz, Deferred from August 26, 2020 meeting.
- C. **P&Z:** Planning and Zoning Board Report, Recommendation on Special use Request Pattern Energy.

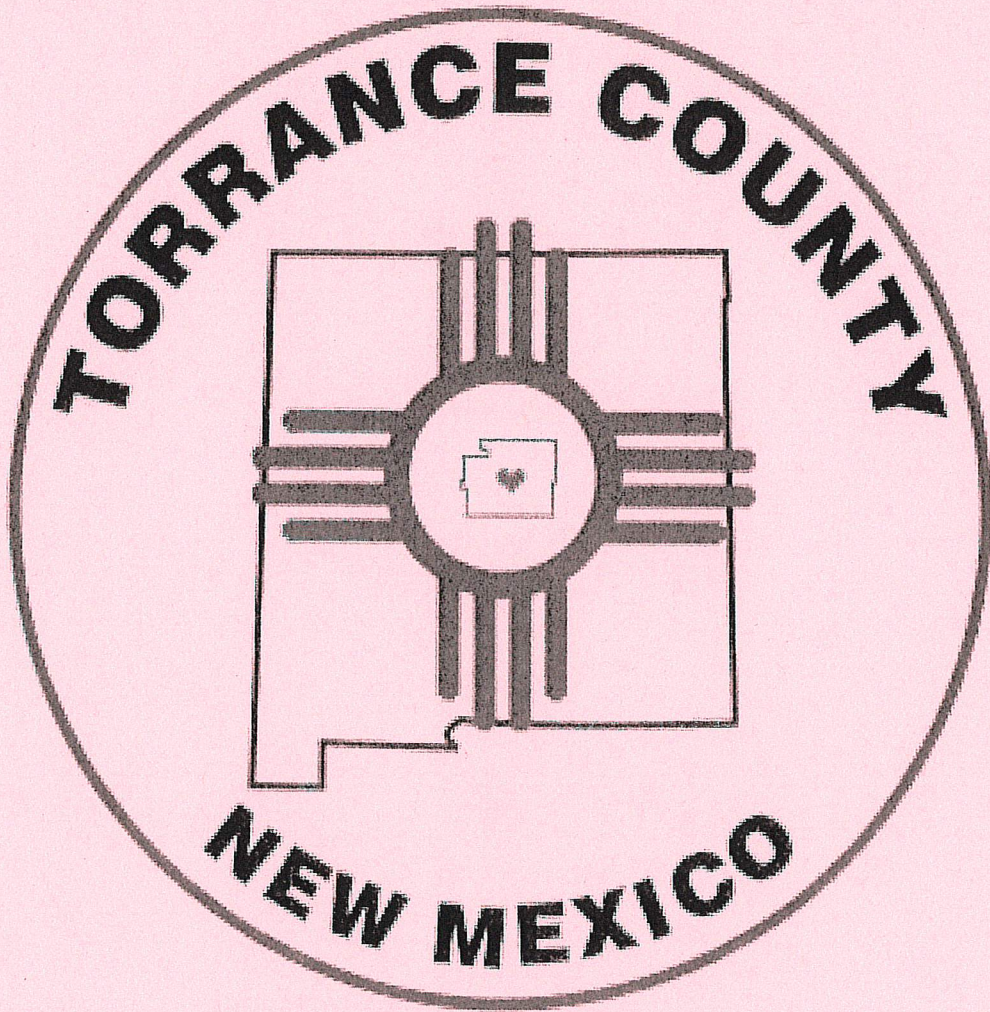
14. EXECUTIVE SESSION

- A. **MANAGER:** Purchase of the County Fairgrounds, closed pursuant to Section 10-15-1(H)(8).
- B. **MANAGER:** Purchase of real property for Emergency Management. Closed pursuant to NMSA § 10-15-1(H)(8).

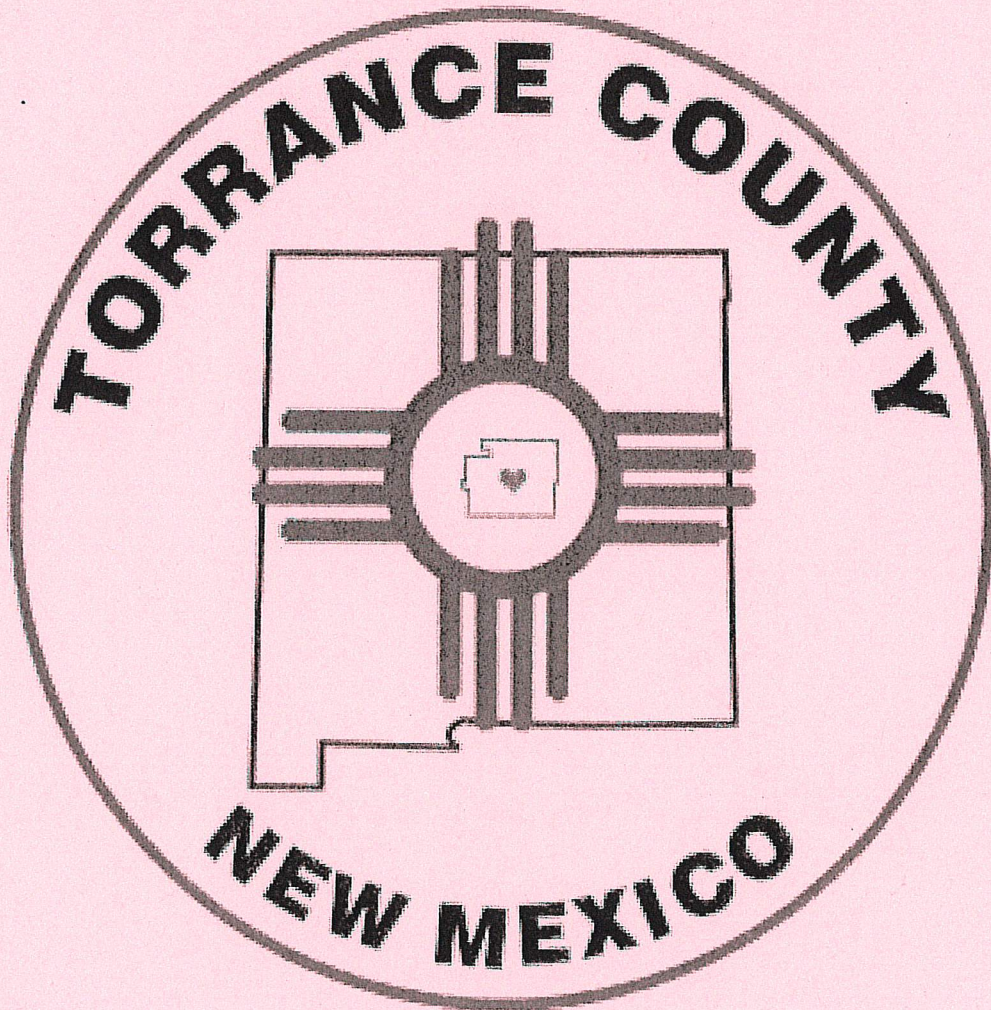
15. **Announcement of the next Board of County Commissioners Meeting:**
September 23, 2020 @ 9:00 AM
16. **SIGNING OF OFFICIAL DOCUMENTS**
17. **ADJOURN**



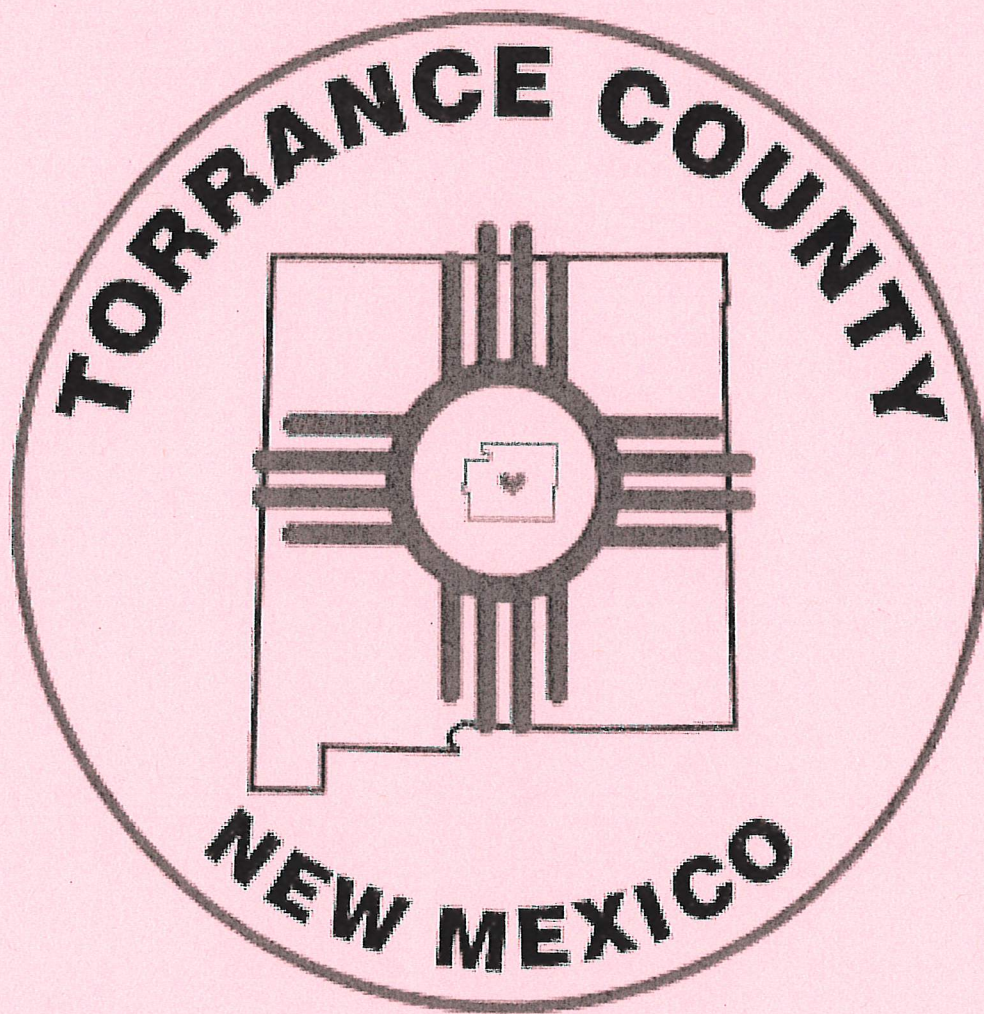
*Agenda Item
No. 1*



Agenda Item
No. 2



*Agenda Item
No. 3*



Agenda Item
No. 4-A



WHEREAS, suicide has been declared a serious public health problem by the United States Surgeon General; and

WHEREAS, the month of September 2020 is recognized in the United States as National Suicide Awareness and Prevention Month, intended to raise awareness of this serious issue; and

WHEREAS, according to the National Center for Disease Control, approximately 41,000 people die by suicide each year; and

WHEREAS, one suicide happens approximately every twelve minutes; and

WHEREAS, suicide rates are higher in rural America than in urban America; and

WHEREAS, mental and substance use disorders, especially alcohol use disorders, are associated with suicide; and

WHEREAS, approximately 23% of suicide deaths are directly attributable to alcohol consumption; and

WHEREAS, The International Journal of Medicine reports that the current Covid19 pandemic may lead to increased social isolation, anxiety, chronic stress and economic hardships; and which may lead to the development or exacerbation of psychiatric disorders; and

WHEREAS, New Mexico's suicide rate has consistently been more than 50% higher than the U.S. rate; and

WHEREAS, in January 2020, the New Mexico Department of Health reported that suicide was the cause of 535 New Mexico deaths in 2018; and

WHEREAS, as of 2017 suicide was the second leading cause of death by age group for persons 5-34 years of age; and

WHEREAS, in 2017, suicide was the ninth leading cause of death in New Mexico; and

WHEREAS, Becker's Hospital Review reported in December 2019 that New Mexico has the fourth highest suicide rate in the United States; and

WHEREAS, the Partnership for a Healthy Torrance Community, located at the New Mexico National DWI Memorial of Perpetual Tears, is working with a cadre of community partners to address the impact of suicide and other health related issues, and where these partners and stakeholders have taken a stand to increase awareness and education regarding the suicide risks of our rural communities; and

WHEREAS, strong relationships and cohesion are protective factors during life's greatest challenges; and

WHEREAS, one small act to show support, offer hope or build trust can make a difference and may save a life; and

WHEREAS, talking openly about stress and psychological health builds trust, reduces barriers to care, and enables early intervention; and

WHEREAS, it is the duty of every citizen to respond to a call-to-action to change the way we discuss, perceive and react to suicide and help-seeking; and

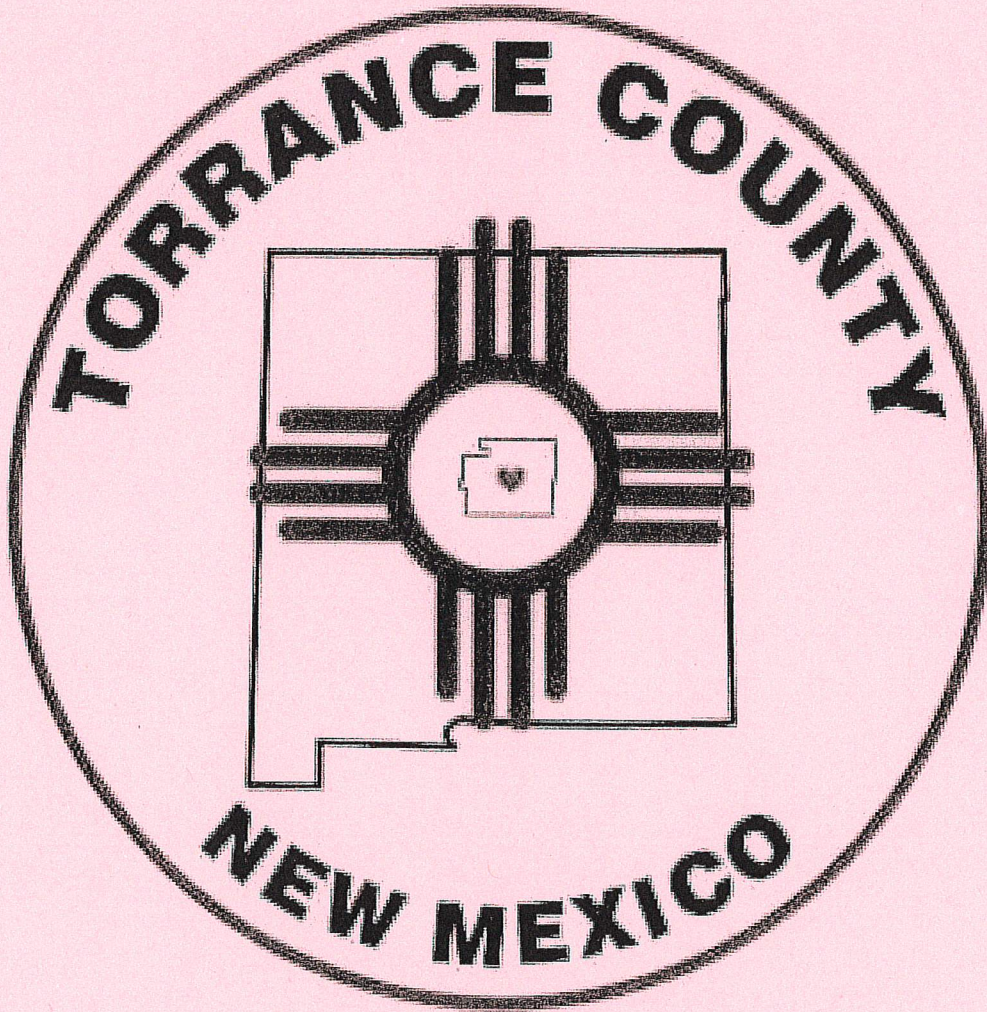
WHEREAS, the collaboration of government agencies, health organizations, and public and private partners should be encouraged and supported; now

THEREFORE, we, the members of the Board of County Commissioners of Torrance County, New Mexico, do hereby proclaim September 2020 as SUICIDE AWARENESS AND PREVENTION MONTH, recognizing that suicide is a serious public health issue.

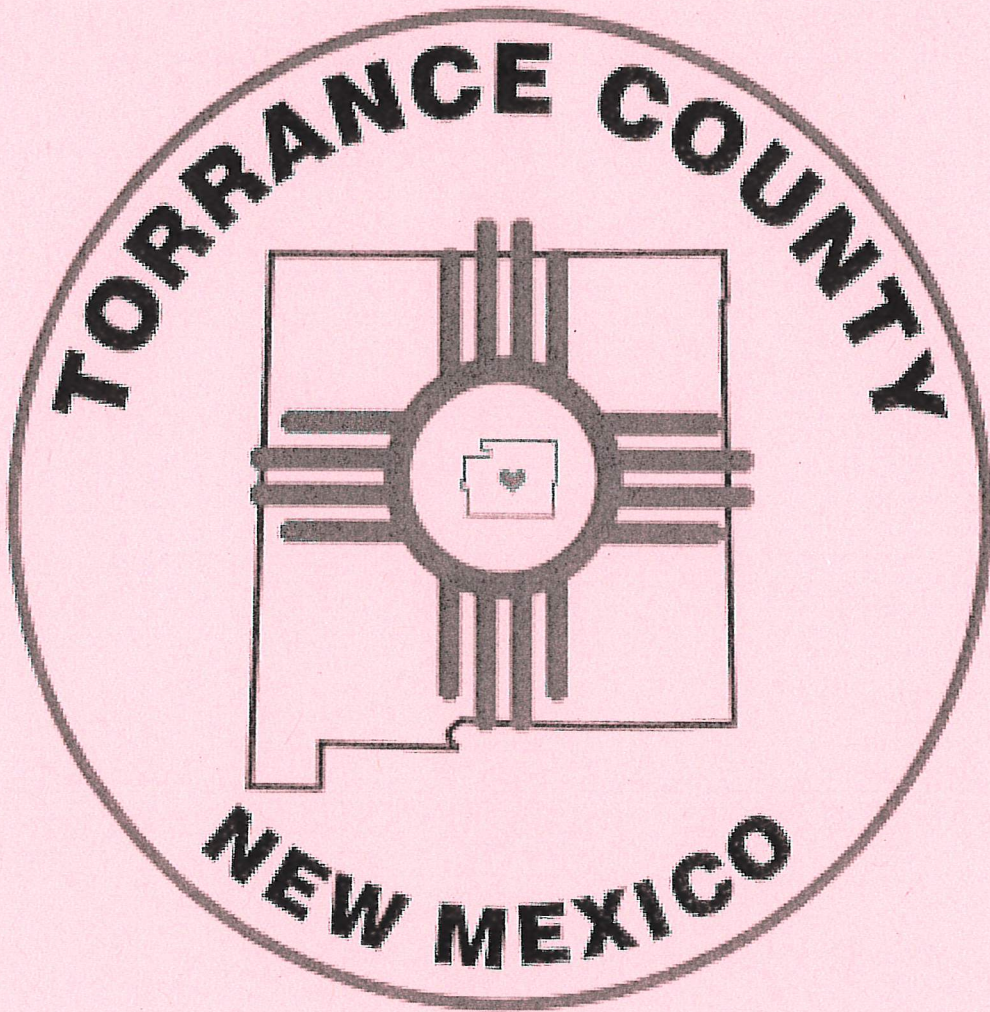
Ryan Schwebach, Commission Chair

Kevin McCall

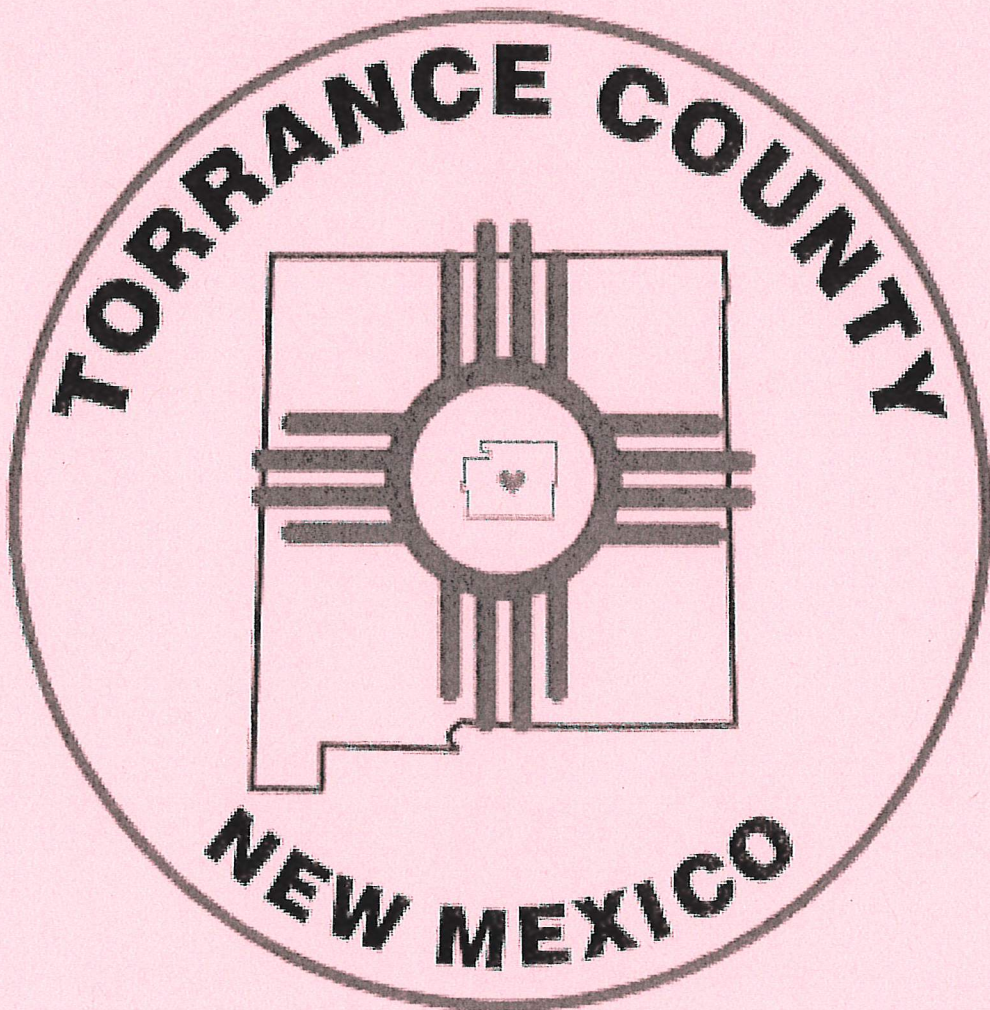
Javier Sanchez



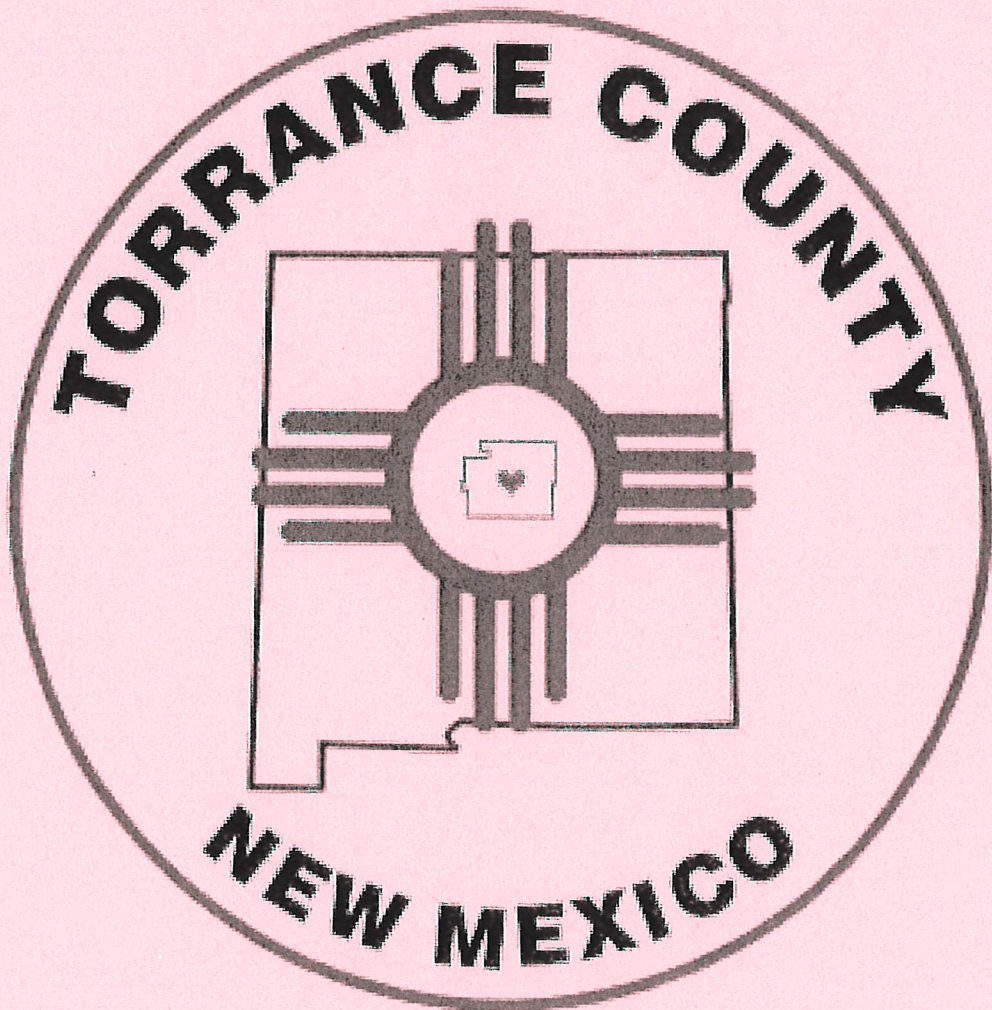
Agenda Item
No. 5-A



*Agenda Item
No. 6*



Agenda Item
No. 7



Agenda Item
No. 8-A

**DRAFT COPY
TORRANCE COUNTY BOARD OF COMMISSIONERS
COMMISSION MEETING
AUGUST 26th, 2020**

COMMISSIONERS PRESENT: RYAN SCHWEBACH -CHAIRMAN
KEVIN MCCALL –DISTRICT 1
JAVIER SANCHEZ –DISTRICT 3

OTHERS PRESENT:

JANICE Y BARELA-INTERIM COUNTY MANAGER
JOHN BUTRICK-COUNTY ATTORNEY
YVONNE OTERO-ADMIN. ASST.

1.) CALL MEETING TO ORDER

Chairman Schwebach calls the August 26th, 2020 Commission Meeting to order at 9:01 A.M.

2.) Invocation and Pledge of Allegiance

Pledge lead by Chairman Schwebach

Invocation lead by Commissioner McCall

3.) Changes to the Agenda

Madam Interim County Manager Barela is requesting that agenda item 13-D be deferred until the next meeting as Mr. Bobby Ortiz was not able to attend today's meeting. Madam Interim County Manager Barela is al requesting that agenda item 13-E be dismissed from the agenda as this was discussed prior to the meeting and the concern was resolved.

4.) PROCLAMATIONS

There were none presented.

5.) CERTIFICATES AND AWARDS

There were none presented.

6.) BOARD AND COMMITTEE APPOINTMENTS

No board or committee appointments were made.

7.) PUBLIC COMMENT AND COMMUNICATIONS

There was no public comment or communications.

8.) APPROVAL OF MINUTES

a.) **COMMISSION:** Motion to approve the August 12th, 2020 Torrance County Board of County Commission Minutes.

ACTION TAKEN: Commissioner McCall makes a motion to approve the August 12th, 2020 Torrance County Board of County Commission Minutes. Chairman Schwebach seconds the motion. No discussion, all Commissioners in favor. **MOTION CARRIED**

9.) APPROVAL OF CONSENT AGENDA

a.) **FINANCE:** Approval of Payables

ACTION TAKEN: Chairman Schwebach makes a motion to approve the Consent Agenda: Payables. Commissioner McCall seconds the motion. No discussion, all Commissioners in favor. **MOTION CARRIED**

10.) ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE

There were none presented.

11.) ADOPTION OF RESOLUTION

There were none presented.

12.) APPROVALS

a.) **GRANTS:** Motion to approve the Professional Services Contract with Estancia Valley Youth & Family Council, Boys Council Services in Estancia, NM with Ware Resources, LLC.

ACTION TAKEN: Chairman Schwebach makes a Motion to approve the Professional Services Contract with Estancia Valley Youth & Family Council, Boys Council Services in Estancia, NM with Ware Resources, LLC. Commissioner McCall seconds the motion.

Cheryl Allen, Grant Coordinator, states that this contract between Torrance County and Ware Resources to provide services as the Boys Council facilitator. The Boys Council Services will only be in Estancia at this point. The contract is fully funded by the grant that the county has with CYFD. Ms. Allen is proposing that the Commission approve this contract. The contract has been reviewed and approved by CYFD as well.

Commissioner McCall asks if there are any changes from last years contract to this current contract.

Cheryl Allen states that there is an increase in salary because they have increased the number of members and sessions that are allowed.

Commissioner McCall states that the increase is covered by the grant, therefore the increase is on their end, is that correct?

Cheryl Allen, replies, yes, that is correct.

No further discussion, all Commissioners in favor. **MOTION CARRIED**

13.) DISCUSSION

a.) GRANTS: Project identification for inclusion in the 2022-2026 Infrastructure Capital Improvement Plan (ICIP)

Chairman Schwebach states that at the last meeting there was a public hearing to discuss the list of items for the ICIP. The list was placed in order of importance, it would give the Commission a chance to look it over and was decided that today's meeting would be to remove, add, or move around items on the list.

Cheryl Allen states that she has placed the list on the board, and they will go over all the items and decide what needs to be done with them. If there is any questions that arise and items that may need to be brought to light, can be discussed at this time.

Ms. Allen states that Mayor Ramon Garcia from the Village of Vaughn is here to discuss Item #11 on the ICIP list concerning the Duran Water Project.

Commissioner McCall states that he has a question before Mayor Garcia comes up. Commissioner McCall states that at the last meeting there was some discussion about the road shop and would like to know if she was able to get the amount of money that was invested in this.

Cheryl Allen replies, yes, they did. The amount is \$550,000.00. The increase that was added was part of a senate bill that would have awarded money, but that bill was vetoed.

Mayor Ramon Garcia would like to thank the Commission for the willingness to work with the Village of Duran and their water needs. Mayor Garcia states that Representative Salazar awarded Duran \$120,000,00 for the improvements of the storage tank. Mayor Garcia had taken the previous County Manager to the site and explained the issues and needs. The improvement for the tank was placed on the ICIP last year, the money was awarded, and it was decided that this year the request for the repair of the water line would be placed on the ICIP list for this year. Mayor Garcia proceeds to give information about the water line and states that the best person to speak to about this would be Nazim Hindi.

Commissioner McCall states that the \$120,000.00 has not been spent, so he asks Mayor Garcia what his hope is with the \$120,000.00. Is it just for the tanks?

Mayor Garcia states that the language in the request is specifically for the storage tanks.

Chairman Schwebach states that he would like some clarification on this. Is it to replace the existing tank with a new one or to repair the tank?

Madam Interim County Manager Barela states that it is her understanding that the money is to replace those two tanks with a new 200,000-gallon tank. The issue that the county has run into is there was some missing information that was required by the state. The money has been awarded but the bonds need to be in place for us to receive the funds for this project. There needs to be more work done so that we can get the tanks repaired as well as the lines.

There is more discussion between Mayor Garcia, the Commission and Madam Interim County Manager Barela regarding the tanks and the lines concerning the project.

Commissioner Sanchez states that it would be his recommendation to allow Madam Interim County Manager Barela to correlate with Mayor Garcia, Nazim Hindi, and Joseph Hindi to identify and design a next step to this project. Get the numbers so that way it can be introduced into the county's ICIP.

Chairman Schwebach agrees with Commissioner Sanchez. There has been a lot of numbers thrown around. We need something more solid with a possibility of breaking it down in phases. Chairman Schwebach asks if the \$120,000.00 can be used for planning.

Madam Interim County Manager Barela states that she would need to visit with the people that handle Capital Outlay to see if the funding can be used for planning, just the tanks, and if the project can be done in phases.

Cheryl Allen would like to add that the legislative language that is tied to this project is to plan, design, and construct water systems improvements for Duran and Torrance County. With that language we are flexible as to how we can use the funding.

Ms. Allen states that we can now look at the ICIP list and rearrange items, add items, or delete items that may have already be done or are no longer needed. Ms. Allen goes over the lists on the white board.

Chairman Schwebach asks about item #9 for the Torreon Community Renovation Project. From his understanding, wasn't that project already funded? If so, can it be removed?

Cheryl Allen replies, yes, that was all taken care of and everything will be handle by Torreon.

Chairman Schwebach states that we can remove item #9 from the list since it has been funded.

Commissioner McCall states that there are two projects he would like to discuss. First one is the road shop. We received \$550,000.00. Has this been funded? Can it be removed from the list?

Madam Interim County Manager Barela replies, yes, it has been funded and can be removed from the list.

Item #2 on the ICIP list will be removed from the list.

Commissioner McCall's next question is concerning the security fencing. We have spent \$26,000.00 out of our Capital Outlay money. This is to be done in phase's. He asks for more information on this.

Cheryl Allen states that there are phases. Those phases are the Fire Admin. Building, dispatch, the animal shelter and the county fleet. There is another request that is for Security Cameras. The first phase of the Sheriff's Department fencing has been completed.

Commissioner McCall asks about Item #7 which is the request for funding for the Sheriff's Department vehicles. There was money given, can we remove these if they were already funded? Should we remove this from the list or keep it on there every year?

Chairman Schwebach states that we should keep this item on the list as there is always a need for new vehicles in the Sheriff's Department. Chairman Schwebach also asks about Item #12, the request for Emergency Response vehicles. We were awarded \$503,000.00. There is always a need, but this item should be moved down on the list.

Cheryl Allen states that this project can be moved to year 2. The way the lists are set up is by projects that are ready to go now and projects that can wait for the second or 3rd year and so forth.

Lester Gary, Torrance County Fire Chief, states that they were funded for a vehicle this year so this year's request can be moved to next years request.

There is discussion between Chief Gary and Chairman Schwebach about the emergency response vehicles.

Chairman Schwebach asks Chief Gary what the deal with the water system upgrade is.

Lester Gary states that this is so the department can increase their ISO rating. They are wanting to place tanks to house 20,000 gallons of water at the fire stations.

Chairman Schwebach states that he is happy with the list and the animal shelter can be moved up to item #12 so that it is part of year 1 projects.

Commissioner Sanchez states that there is a project that he would like to add, if possible. He is requesting some sort of water system for the Village of Abo. The residents are on personal well's and the well's are running low on water. They would like a water system. A plan would need to be designed, get the plan secured, and then get the funding. Commissioner Sanchez is requesting that the County Manager sit down with members of the community and see if there is a possibility to start something with this need.

Commissioner McCall states that Duran has put in a lot of work into their project request concerning their water system and would hate to see Abo placed above them on the list.

Commission Sanchez states that he is not wanting to put Abo above Duran on the list. IT can stay at the bottom. He is just wanting to get things started and see what can or cannot be done.

Chairman Schwebach states that this project should be placed on the bottom of the list and start work on the planning. We may need to bring in EMWT this and see what they can do about running the water system.

Madam Interim County Manager Barela states that she agrees with what Chairman Schwebach is saying. EMWT has been looking at the entire county and their idea of a water system. She would hate to duplicate work the EMWT has already done.

Cheryl Allen states that an inaugural meeting has already been set up with the ICIP work group. Ms. Allen suggests inviting EMWT and community leaders from Abo & Duran to come and speak at the meeting and coordinate these efforts.

Chairman Schwebach asks Ms. Allen to refresh his memory on the time frame of when all this needs to be approved.

Cheryl Allen states that the final list will need to be approved at the next Commission meeting in September.

All 3 Commissioners are happy with the list and good directives have been made.

There is more discussion on the water systems and having EMWT more involved with this issue. The ICIP requests are looked at more closely when the projects are ready to go.

Commissioner McCall states that the Road Department was blessed with \$50,000.00 do we need to keep this request on the list.

There is discussion on the Road Department and their requests, and it is suggested that this item remain on the list.

Cheryl Allen states that there has yet to be discussion on the security emergency management building or the security upgrade at dispatch.

Chairman Schwebach asks for a dollar amount on the dispatch project.

Cheryl Allen states that the amount given was \$73,100.00 which was based off a quote that was given. This is the first time it has been placed on the list because dispatch is having a difficult time in securing any type of funding for this project.

Madam Interim County Manager Barela makes a few comments on the security upgrade at dispatch and how legislatures look at the projects and their importance. Madam Interim County Manager Barela states that this request came about when the previous Emergency Manager, Martin Lucero, brought up the lack of security at dispatch and was trying hard to get that taken care of. She states that she would like to see this higher on the list.

Martin Lucero, Manager of EVSWA, states that this was resolved during the last fiscal year that he was here with the county. They were awarded \$17,000.00 to construct the security fencing. An issue arose with the towers at dispatch, so the money was re-prioritized and allocated for the towers. This is a need and it should be placed higher on the list. Mr. Lucero explains everything that was requested and its importance.

The Commission decides to place this item higher on the list as 7.5

Cheryl Allen states that the next items are those for the Senior Centers in the county.

Nick Sedillo, Operations Manager, states that the 3 centers are in need or repairs. The Moriarty Senior Center needs a new building altogether. It's a very old house that just keeps being added to and repaired. Mr. Sedillo states that he proposed to Mayor Hart that the City or Moriarty donate the property and the county would pay for the new building. Something does need to be done with that center.

The Commission is good with the way the ICIP list stands. No further discussion. **NO ACTION TAKEN, DISCUSSION ONLY.**

b.) MANAGER: Estancia Valley Solid Waste Authority update (EVSWA), Danielle Johnston and Johnny Romero

Johnny Romero, EVSWA Board Member, states that he is present at today's meeting to give an update on how things are running, but first he would like to Recognize Mr. Gerald Chavez for all the hard work he did while he was on the board.

Mr. Chavez recently resigned his position on the board and would like to thank him for all his hard work that he did. He helped with getting better communication between EVSWA and Torrance County. He was a great asset and will be missed.

Mr. Romero goes on to give an update on what has been going on and would like to remind the Commission that it is almost time to renew the contract between EVSWA and Torrance County. The Contract is for \$800,000.00 and it took \$860,000.00 to do the contract. There has been some overages and the county will be getting some money back. This is just a heads up so that everyone can look things over when its time to start the renewal process for the contract.

John Butrick, Torrance County Attorney, states that he was provided a copy of the contract prior to the meeting and is requesting an electronic copy of the contract be sent to him.

Martin Lucero states that he would like to echo what Mr. Romero said about Mr. Chavez and would also like to thank Gerald for all his hard work. Mr. Lucero has provided a handout for the Commission to show the numbers for he stations and the actuals. Handout hereto attached.

Danielle Johnston, EVSWA Board Member, states that she is the newest member to the board. She would like to continue working with the county and keep improving the communication between the two entities. Ms. Johnson would also like to thank Commissioner McCall for the

prayer at the beginning of the meeting. There is great staff in all the areas of the authority they all do an amazing job. She would like for everyone to consider making sure that the person that applies for the new board position has some knowledge of trash. Ms. Johnston also states that she appreciates all the hard work from the EVSWA and Torrance County. **NO ACTION TAKEN, DISCUSSION ONLY.**

c.) **FINANCE:** Update of FY2021 Budget Approval from Department of Finance and Administration (DFA)

Jeremy Oliver, Finance Director, would like to present the letter from DFA approving out FY20-21 Budget. Letter hereto attached.

Madam Interim County Manager Barela states that the department was excited to get a quick response from DFA on the approval of the budget. Everything went smooth with no issues. She would like to thank Mr. Oliver, all the department heads, and everyone working together on the budget. She would also like to thank the Commission on all their input as well.

Chairman Schwebach would like for Mr. Oliver to expand on one thing that is in the letter concerning the estimated expenditures and transfers exceeding revenue, your entity's General Fund cash balance is being depleted by -6%. Please explain this.

Jeremy Oliver states, that section deals with the rollover cash. When this money is re-budgeted it is negative. The amount is more than what was in the budget last year which was at -8%. As long as the reserve is not depleted, we are good.

14.) EXECUTIVE SESSION

ACTION TAKEN: Chairman Schwebach makes a motion to enter into executive session to discuss the following items:

A.) **COMMISSION:** Discuss County Manager position, closed pursuant to Section 10-15-1(H)(2).

B.) **MANAGER:** Purchase of the County Fairgrounds, closed pursuant to Section 10-15-1(H)(8).

C.) **MANAGER:** Purchase of real property for Emergency Management, closed pursuant to NMSA § 10-15-1(H)(8)

Commissioner McCall seconds the motion. Roll Call Vote: District 1-Yes, District 2-Yes, District 3-yes. No discussion, all Commissioners in favor. **MOTION CARRIED.**

EXECUTIVE SESSION ENTERED INTO at 10:48 am

ACTION TAKEN: Chairman Schwebach makes a motion to return from executive session. Commissioner McCall seconds the motion. Roll Call Vote: District 1-Yes, District 2-Yes, District 3-yes. No discussion, all Commissioners in favor. **MOTION CARRIED.**

RETURN FROM EXECUTIVE SESSION AT 12:43PM

Chairman Schwebach states the following items were discussed in Executive Session.

A.) COMMISSION: Discuss County Manager position, closed pursuant to Section 10-15-1(H)(2).

B.) MANAGER: Purchase of the County Fairgrounds, closed pursuant to Section 10-15-1(H)(8).

C.) MANAGER: Purchase of real property for Emergency Management, closed pursuant to NMSA § 10-15-1(H)(8)

Chairman Schwebach states that no action was taken during executive session. The County Attorney and Interim County Manager have been instructed to move forward with items discussed.

15.) Announcement of the next Board of County Commissioners Meeting.

Chairman Schwebach states that the next commission meeting will be held on September 9th, 2020 at 9:00 am at the Torrance County Administrative Building.

ADJOURN

ACTION TAKEN: **Chairman Schwebach** makes a motion to adjourn the August 26th, 2020 Commission Meeting. **Commissioner McCall** seconds the motion. No further discussion, all Commissioners in favor. **MOTION CARRIED**

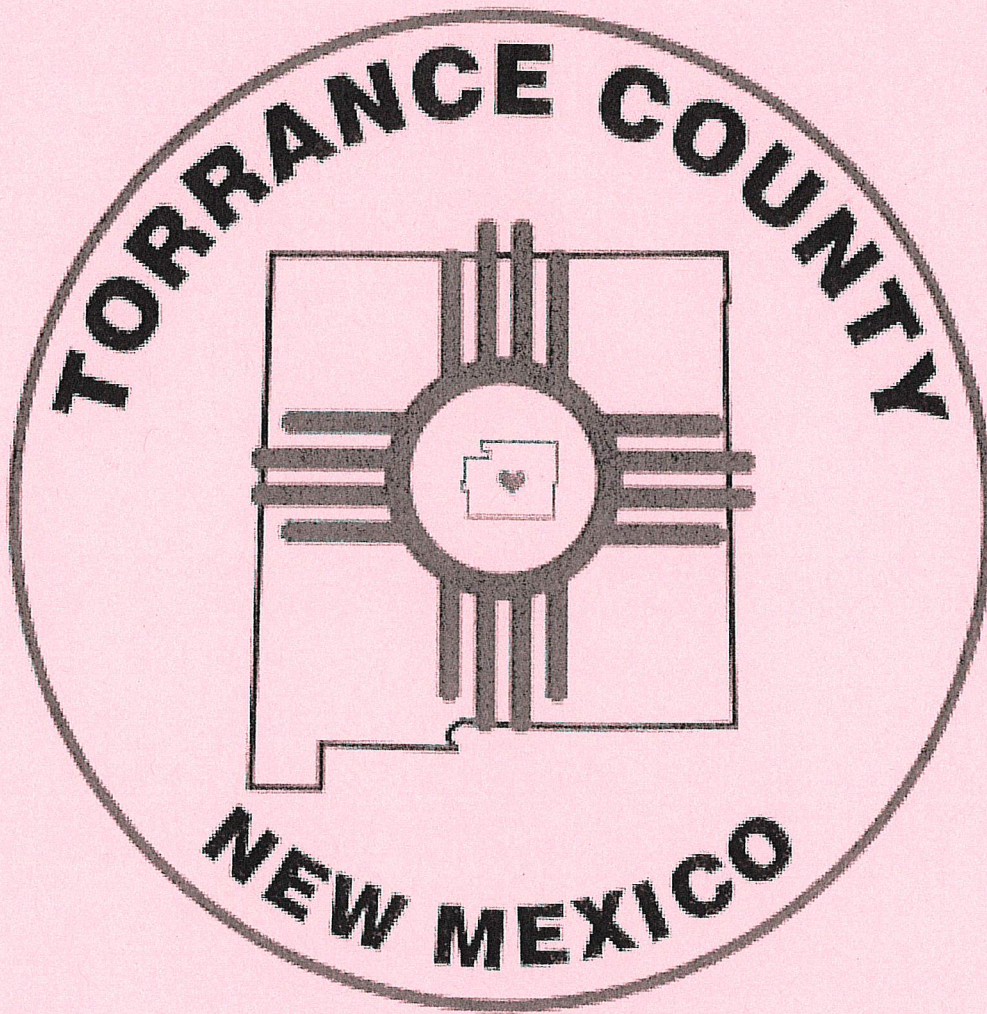
MEETING ADJOURNED AT 12:44 PM

Chairman Ryan Schwebach

Yvonne Otero-Administrative Assistant

Date

The video of this meeting can be viewed in its entirety on the Torrance County NM website, Audio discs of this meeting can be purchased in the Torrance County Clerk's office and the audio of this meeting will be aired on our local radio station KXNM.



Agenda Item
No. 9-A

C E R T I F I C A T I O N

TOTAL CHECKS PRINTED 62

THE UNDERSIGNED MEMBERS OF THE TORRANCE COUNTY BOARD OF COMMISSIONERS DO CERTIFY THAT THE CLAIMS ENUMERATED ABOVE WERE APPROVED ALLOWED & DO AUTHORIZE THE WARRANTS AGAINST THE FUNDS OF TORRANCE COUNTY FOR THE SUM OF 151,325.83 ON ACCOUNT OF OBLIGATIONS INCURRED FOR THE SERVICES AS SHOWN ABOVE FOR THE PERIOD ENDING 09/03/2020 . WE CERTIFY THAT THE WITHIN NAMED PERSONS ARE LEGALLY ENTITLED UNDER THE CONSTITUTION OF THE STATUTES OF NEW MEXICO TO RECEIVE THE COMPENSATION STATED HEREIN. THAT THE SERVICES HAVE BEEN PERFORMED AS STATED IN THE ACCOUNTS HEREIN, THAT THEY ARE NECESSARY AND PROPER, THAT THIS VOUCHER HAS BEEN EXAMINED, THAT THE AMOUNTS CLAIMED ARE JUST, REASONABLE, AND AS AGREED AND THAT NO PART HAS BEEN PAID BY TORRANCE COUNTY.

SIGNED

ATTEST BY

Kevin McCall

Javier Sanchez

Ryan Schwebach

Linda Jaramillo

THE UNDERSIGNED COUNTY TREASURER DOES HEREBY CERTIFY THAT SUFFICIENT FUNDS EXIST FOR THESE ACCOUNTS PAYABLE CHECKS TO BE ISSUED ON THIS DATE AND DOES HEREBY AUTHORIZE THE FINANCE DEPARTMENT TO PROCESS THESE CHECKS.

Tracy L. Sedillo

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
01 0	113016	AT & T MOBILITY LLC	MONTHLY CHARGES JULY 2020	401-50-2207	182720	08/27/2020		2509.90
	7353.70		SHERIFF/TRANSPORT	420-74-2207	/	/		650.86
	08/27/2020		COMMISSION	401-05-2207	/	/		101.20
			LAWYER	401-56-2207	/	/		45.54
			OPS	401-65-2207	/	/		78.26
			CPO	401-55-2207	/	/		52.94
			EMERGENCY MANAGER	604-83-2207	/	/		131.20
			FIRE ADMIN	413-91-2207	/	/		534.88
			VFD	418-91-2207	/	/		52.94
			VFD	409-91-2207	/	/		52.94
			VFD DIST 5	405-91-2207	/	/		92.98
			VFD	406-91-2207	/	/		92.98
			VFD	407-91-2207	/	/		52.94
			VFD	408-91-2207	/	/		40.04
			ROAD	402-60-2207	/	/		1026.54
			MAINTENANCE	401-65-2207	/	/		138.96
			HR	401-10-2207	/	/		45.54
			CLERK	401-20-2207	/	/		45.54
			PZ	401-08-2207	/	/		91.08
			RURAL ADDRESSING	675-07-2207	/	/		45.54
			ANIMAL SERVICES	401-82-2207	/	/		182.16
			DISPATCH	911-80-2207	/	/		326.18
			COMMUNITY MONITOR	420-73-2207	/	/		45.54
			DWI	605-03-2207	/	/		45.54
			TCPO	690-09-2207	/	/		182.16
			TREASURER	401-30-2207	/	/		328.18
			GRANTS	401-49-2207	/	/		45.63
			MANAGER	401-10-2207	/	/		107.47
			ASSESSOR	610-40-2207	/	/		149.24
			FINANCE	401-55-2207	/	/		58.80
			INVOICE#287289563904X07262020					
			287289566455X07262020 ACCT#					
			287289566455/287289563904					
			TRANSPORTATION OF PRIS	650.86				101.20
			OPERATIONS & MAINTENAN	217.22				111.74
			STATE FIRE ALLOTMENT	919.70				1026.54
			COUNTY CLERK	45.54				91.08
			ANIMAL SERVICES	182.16				326.18
			DWI DISTRIBUTION GRANT	45.54				182.16
			GRANT ADMINISTRATION	45.63				149.24
			28E 2X8 FINISHED TOP CARD	412-53-2245	179120	09/01/2020		155.00
			AND STRING CUSTOM RIBBON					35542
			1ST PLACE	412-53-2245		/		35542
			/TURQUOISE CHAMPION			/		35542
			102 2 STREAMER ROSETTE BLACK	412-53-2245		/		118.75
			102 2 STREAMER ROSETTE NAVY	412-53-2245		/		47.50
			SILVER FOIL SHOWMANSHIP 4,			/		35542
			NOVICE 3, JUNIOR 3, SENIOR			/		35542
			102 2 STREAMER ROSETTE TURQUOISE	412-53-2245		/		4.75
			/BLACK 1, FARM MECHANICS			/		35542
			102 2 STREAMER ROSETTE TURQUOISE	412-53-2245		/		4.75
			/BLACK1, SHEPARDS AND SHEEP			/		35542
			102 2 STREAMER ROSETTE COLOR TBD	412-53-2245		/		28.50
			TORRANCE BRED			/		35542
			103 3 STREAMER ROSETTE PURPLE	412-53-2245		/		10.50
			GRAND CHAMPION, LAVENDAR			/		35542

35542

CHAMPION RESERVE
INVOICE#5872 ACCT#RIBBONS

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
COUNTY FAIR	369.75							
01 O 113055	1363.90	ALBUQUERQUE OFFICE SYSTEMS	DIVIDING PARTITIONS BETWEEN PATIENT CLINIC ROOMS		99120		35547	
09/02/2020			LAMINATED PANELS: 4922K-52 MADURA PEARL				35547	
			PANEL TRJM: HW GRAPHITE				35547	1018.70
			MATERIALS				35547	345.20
			TAX, LABOR INSTALL				35547	
			INVOICE#8609					
ESPERANZA MEDICAL CLIN	1363.90							
01 O 113056	184.83	AMAZON BUSINESS	12" CONVEX MIRROR	401-49-2218	369120	09/01/2020	35602	19.99
09/02/2020			KIWANLI KEYBOARD TRAY				35602	
			EVERY 8-TAB DIVIDERS, 24 SETS	401-49-2219			35602	35.98
			BIC HIGHLIGHTERS ASST, 24 CT	401-49-2219			35602	7.80
			AMAZON MONTHLY DIVIDERS, 10 CT	401-49-2219			35602	35.98
			EVERY 5 TAB NUMBERED DIVIDERS, 24 CT	401-49-2219			35602	53.98
			TOPS LEGAL PADS, 12 CT	401-49-2219			35602	21.10
			SHIPPING AND HANDLING	401-49-2219			35602	10.00
			INVOICE#19Q7-DFM7-RPC7					
GRANT ADMINISTRATION	184.83							
01 O 113057	97.43	AMAZON BUSINESS	YUBICO YUBIKEY'S	401-21-2219	389120	09/01/2020	35655	86.40
09/02/2020			SHIPPING	401-21-2219			35655	11.03
			INVOICE#IV47-PRXD-TNLD ACCT#					
			A3JII65BS912J5M					
ELECTIONS	97.43							
01 O 113058	61.94	AMAZON BUSINESS	MESH 5 TIER HANGING FILE		499120		35601	
09/02/2020			ORGANIZER				35601	
			3 POCKET WALL FILE ORGANIZER				35601	
			SHARPLE ASSORTED COLOR				35601	
			HIGHLIGHTER				35601	
			DIGITAL VOICE RECORDER				35601	
			ADAPTER AND DOCKING STATION				35601	
			DOCKING STATION				35601	
			KEY SECURE BOX				35601	
			INVOICE#IVV9-CRMR-6L61				35601	39.99
			ACCT#A3JII65BS912J5M				35601	21.95
FINANCE DEPARTMENT	61.94							
01 O 113059	4684.47	AMBITIONS TECHNOLOGY GROUP LLC	LABOR TAXES JULY 2020 CHARGES	401-65-2213	489120	09/01/2020		4684.47
09/02/2020			INVOICE#8536					
OPERATIONS & MAINTENAN	4684.47							
01 O 113060	1585.05	ANDERSON GLASS, CO.	REPAIR GLASS AT COUNTY ADMIN	401-15-2215	69120	09/01/2020	35645	506.51
09/02/2020			REPAIR GLASS AT TCPO	401-24-2215			35645	510.47
			REPAIR GLASS AT JUDICIAL	401-16-2215			35645	568.07
			MILEAGE, SERVICE CALL, AND				35645	

ADMINISTRATIVE OFFICES 506.51 HEALTH DEPT BLDG MAINT 510.47 JUDICIAL COMPLEX MAINT 568.07

CK#	DATE	Name	Description	Line Item	Invoice #	PO #	Amount
01 O	113061	AUTOMATED ELECTION SERVICES	BOX OF 500 NO. 10 REGULAR ENVELOPES WITH TORRANCE COUNTY CLERK ADDRESS	401-21-2219	449120 09/01/2020	35638	94.05
	94.05		INVOICE#57919 ACCT#TOR0102			35638	
09/02/2020						35638	
ELECTIONS 94.05							
01 O	113062	BEST WESTERN	OVERNIGHT STAY 3 JUDGES FOR 2020 TORRANCE COUNTY FAIR	412-53-2271	189120 09/01/2020	35458	101.41
	101.41		INVOICE#1 ACCT#JUDGE ROOM			35458	
09/02/2020							
COUNTY FAIR 101.41							
01 O	113063	BI LNC	JULY BILLING (3 DEFENDANTS)	420-73-2218	409120 09/01/2020		437.78
	437.78		TAX INVOICE#1213024 ACCT#3533				
09/02/2020							
COMMUNITY MONITORING 437.78							
01 O	113064	BOUND TREE MEDICAL, LLC	LIFEPAK 5, 10, 11 FASTPAK BATTERY, 12V	406-91-2230	349120 09/01/2020	35564	241.39
	241.39		AED PRO LITHIUM BATTERY, 12V			35564	
09/02/2020			INVOICE#83726398 ACCT#204887			35564	
STATE FIRE ALLOTMENT 241.39							
01 O	113065	CARROT-TOP INDUSTRIES	3'X5' AMERICAN POLYESTER FLAG	418-91-2248	359120 09/01/2020	35438	127.75
	2594.50		3'X5' NM POLYESTER FLAG	408-91-2248	/ /	35438	243.77
09/02/2020			5'X8' AMERICAN POLYESTER FLAG	413-91-2248	/ /	35438	2222.98
			5'X8' NM POLYESTER FLAG			35438	
			E-Z UP PYRAMID 10'X10' CANOPY			35438	
			TENT - RED			35438	
			CUSTOM PRINTED 10'X10' CANOPY			35438	
			TENT - RED			35438	
			CANOPY TENT CARRYING CASE			35438	
			10'X10'			35438	
			3'X5' CUSTOM GRIP MAT			35438	
			ARTWORK CHARGE			35438	
			ESTIMATED SHIPPING			35438	
			INVOICE#47018900 ACCT#44236				
STATE FIRE ALLOTMENT 2594.50							
01 O	113066	CHALMERS FORD, INC.	ITEM #11 3/4 TON, LONG WHEEL BASE, EXTENDED CAB, 4X4, F250	620-94-2518	89120 09/01/2020	35379	43046.00
	43046.00		FORD/164 6.2L			35379	
09/02/2020			RMSWEA 70-000-16-0002			35379	
			INVOICE#658966				
INFRASTRUCTURE GROSS R 43046.00							
01 O	113067	COMPUTER CORNER INC	SAMSUNG CRYSTAL TU7000 54.6" SMART LED LCD TV - 1 YEAR	405-91-2218	39120 09/01/2020	35606	608.29
	608.29		LIMITED WARRANTY FOR DISTRICT 5 MAIN DAYROOM/INVOICE# 183651			35606	
09/02/2020			ACCT#246732			35606	

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CK#	DATE	Name	Description	Line Item	Invoice #	PO #	Amount
01 0	113068	COMPUTER CORNER INC	HP ELITEBOOK 850 G6 NOTEBOOK	401-08-2219	299120 09/01/2020	35629	1404.81
	1404.81		3 YEAR LIMITED WARRANTY			35629	
	09/02/2020		PART#7KJ99UTHABA			35629	
			INVOICE#183791				
PLANNING & ZONING 1404.81							
01 0	113069	COUNTY LINE FEED & SUPPLY LLC	COUNTY BRED PLAQUE	412-53-2235	209120 09/01/2020	35460	200.00
	200.00		INVOICE#1 ACCT#AWARDS				
	09/02/2020						
COUNTY FAIR 200.00							
01 0	113070	DE LAGE LANDEN FINANCIAL	SERVICEOPIER LEASE & CRT FY2021	401-30-2203	539120 09/02/2020	35329	567.93
	567.93		INVOICE#69239011 ACCT#500-5000				
	09/02/2020		9152				
COUNTY TREASURER 567.93							
01 0	113071	DE LAGE LANDEN FINANCIAL	SERVICECONTRACT ASSESSOR COPIER	610-40-2203	549120 09/02/2020		352.15
	352.15		AUGUST 2020 SITE #4650268				
	09/02/2020		INVOICE#69275097 ACCT#25569228				
COUNTY ASSESSOR 352.15							
01 0	113072	DE LAGE LANDEN FINANCIAL	SERVICECONTRACT FINANCE COPIER AUGUST	401-55-2203	559120 09/02/2020		318.62
	318.62		2020 SITE#4650268 INVOICE#				
	09/02/2020		69275120 ACCT#25569230				
FINANCE DEPARTMENT 318.62							
01 0	113073	DE LAGE LANDEN FINANCIAL	SERVICECONTRACT DV COPIER JULY/AUGUST	690-09-2203	569120 09/02/2020		529.80
	529.80		2020 SITE #4650268 ACCT#				
	09/02/2020		25569234				
WIND PILT 529.80							
01 0	113074	DE LAGE LANDEN FINANCIAL	SERVICECONTRACT COPY LEASE	401-10-2203	579120 09/02/2020	35400	654.00
	654.00		OFS/HR/GRANTS JULY/AUGUST 2020				
	09/02/2020		SITE #4650268 INVOICE#69275067				
			ACCT#25569218				
COUNTY MANAGER 654.00							
01 0	113075	DE LAGE LANDEN FINANCIAL	SERVICEOPIER PAYMENT FOR SHERIFF	401-50-2203	589120 09/02/2020	35624	512.17
	512.17		AUGUST 2020 SITE#4649219				
	09/02/2020		INVOICE#69227443 ACCT#25551981				
COUNTY SHERIFF 512.17							
01 0	113076	DE LAGE LANDEN FINANCIAL	SERVICEOPIER PAYMENT FOR FIRE ADMIN	413-91-2271	599120 09/02/2020	35625	288.19
	288.19		FY2021			35625	
	09/02/2020		AUGUST 2020 SITE#4649251				
			INVOICE#69226513 ACCT#25551986				
STATE FIRE ALLOTMENT 288.19							
01 0	113077	DE LAGE LANDEN FINANCIAL	SERVICECONTRACT COPY LEASE	401-08-2203	609120 09/02/2020	35395	328.70

328.70
09/02/2020

AUGUST 2020 SITE#4650268
INVOICE#69275075 ACCT#25569223

CK#	DATE	Name	328.70	Description	Line Item	Invoice #	DATE	PO #	Amount
01 O	113078	DESIGN SILK SCREEN PRINTERS		COUNTY DOOR LOGOS/FRONT	401-65-2248	109120	09/01/2020	35350	370.00
	370.00	FENDER & REAR ASSET # M1						35350	
	09/02/2020	UNIT M1						35350	
		2020 FORD F250/INVOICE#35278						35350	
OPERATIONS & MAINTENAN 370.00									
01 O	113079	DOUBLE E CONSTRUCTORS		RE-STUCCO THE AREAS OF CONCERN	621-96-2611	49120	09/01/2020	35506	18850.00
	20169.50	WHERE WATER DAMAGE HAS OCCURED						35506	
	09/02/2020	AROUND COUNTY ADMINISTRATION						35506	
		NMGRT						35506	
		INVOICE#4464608						35506	1319.50
CAPITAL OUTLAY GROSS R 20169.50									
01 O	113080	DT AUTOMOTIVE		OIL CHANGES, TIRES, TIRE REPAIRS	401-50-2201	239120	09/01/2020	35374	1181.00
	1181.00	FILTERS, LABOR, MOUNT & BALANCE,						35374	
	09/02/2020	COOLANT, BRAKES, ROTORS,						35374	
		AND TC50 UNIT NEEDS.						35374	
		JULY 2020						35374	
		INVOICE#TC50 35374						35374	
COUNTY SHERIFF 1181.00									
01 O	113081	EMED COMPANY INC.		POTABLE PARKING LOT STRIPER	401-15-2238	19120	09/01/2020	35648	105.22
	210.44	AERVOE 800 CASE OF 12 FLOOR						35648	
	09/02/2020	MARKING PAINT AERVOE 710						35648	
		ESTIMATED SHIPPING						35648	
		INVOICE#9344158200/9344163049						35648	
ADMINISTRATIVE OFFICES 105.22 JUDICIAL COMPLEX MAINT 105.22									
01 O	113082	EVSWA		DISPOSAL OF DEAD ANIMALS	401-82-2210	429120	09/01/2020	35656	10.61
	10.61	INVOICE#001-0001113128						35656	
	09/02/2020	ACCT#1515						35656	
ANIMAL SERVICES 10.61									
01 O	113083	FIRST VETERINARY SUPPLY		BOTTLE XTIAJECT	401-82-2115	399120	09/01/2020	35651	20.34
	274.84	BOXES EFFETIX PLUS FLEA AND TICK						35651	
	09/02/2020	CONTROL FOR DOGS						35651	
		INVOICE#184205 ACCT#GW384						35651	254.50
ANIMAL SERVICES 274.84									
01 O	113084	GALLAGHER BENEFIT SERVICES, INC		INVOICE#20993/JUNE	401-10-2272	129120	09/01/2020	10800.00	10800.00
	10800.00	INVOICE#202984/JULY INVOICE							
	09/02/2020	#205710/AUGUST INVOICE#207872							
		GALLAGHER BENEFIT COUNSELING							
		2020							
COUNTY MANAGER 10800.00									
01 O	113085	GRAINGER, INC.		PUSH-PIN OUTDOOR ENCLOSED	401-15-2238	79120	09/01/2020	35588	1946.00
	1946.00	BULLETIN BOARD, NATURAL CORK						35588	

09/02/2020

30" H X 45" W SAND
INVOICE#9627934848 ACCT#

35588

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
818809576								
ADMINISTRATIVE OFFICES 1946.00								
01 0	113086	GRALNGER, INC.	CAM AND GROOVE COUPLING, 1"	405-91-2248	149120	09/01/2020	35567	14.53
	1161.58		ALUMINUM FOLDING 60" STEP LADDER	405-91-2248	/	/	35567	127.05
09/02/2020			MANUAL HYDRAULIC NORTON 7500	405-91-2248	/	/	35567	1020.00
			SERIES SECURITY DOOR				35567	
			CLOSER, HEAVY DUTY INTERIOR/				35567	
			EXTERIOR, LEFT HAND DOOR				35567	
			ACCT#818809576					
STATE FIRE ALLOTMENT 1161.58								
01 0	113087	GRALNGER, INC.	MILWAUKEE M8 CORDLESS COMBO	401-15-2238	329120	09/01/2020	35680	261.28
	1829.00		KIT 18.0 VOLTAGE	401-16-2238	/	/	35680	261.28
09/02/2020			13 TOOL SET	401-24-2238	/	/	35680	261.28
				401-23-2238	/	/	35680	261.29
				401-36-2238	/	/	35680	261.29
			INVOICE#9628984933/9628984941				35680	261.29
			ACCT#818809576				35680	261.29
ADMINISTRATIVE OFFICES 261.28 JUDICIAL COMPLEX MAINT 261.28 HEALTH DEPT BLDG MAINT 261.28								
MOUNTAINAIR HEALTH CLI 261.29 ESTANCIA SENIOR CENTER 261.29 MORIARTY SENIOR CENTER 261.29								
MOUNTAINAIR SENIOR CEN 261.29								
01 0	113088	GUSTIN HARDWARE INC.	MISC. ELECTRICAL, PLUMBING,	401-15-2215	59120	09/01/2020	35679	2.73
	2.73		ROOFING & HARDWARE SUPPLIES FOR				35679	
09/02/2020			BUILDING MAINTENANCE OPEN PO				35679	
			REQUEST COUNTY ADMINISTRATION				35679	
			FY2021					
			INVOICE#242140 ACCT#125					
ADMINISTRATIVE OFFICES 2.73								
01 0	113089	HARRAL, BRADI	NON-PROFESSIONAL SERVICES	412-53-2271	199120	09/01/2020	35461	450.00
	450.00		SECRETARIAL SERVICES JULY 01					
09/02/2020			2020 TO JULY 31, 2020 INVOICE					
			#101 ACCT#SECRETARIAL SERVICES					
COUNTY FAIR 450.00								
01 0	113090	HART'S TRUSTWORTHY HARDWARE	LUMBER, PLUMBING NEEDS, PAINT,		219120		35441	
	15.16		ROLLERS/BRUSHES, CLEANING				35441	
09/02/2020			SUPPLIES, MISCELLANEOUS ITEMS				35441	
			NEEDED FOR BUILDING MAINTENANCE				35441	
			/REPAIR AND SAFETY EQUIPMENT				35441	
			JULY, AUGUST, & SEPTEMBER 2020				35441	
			INVOICE#B390059 ACCT#33					15.16
STATE FIRE ALLOTMENT 15.16								
01 0	113091	INDEPENDENT DRUG TESTING	DRUG CONFIRMATIONS TAX	420-73-2271	249120	09/01/2020		161.81
	161.81		INVOICE#5288 ACCT#05580000					
09/02/2020								
COMMUNITY MONITORING 161.81								

01 0 113092
62.31

INDEPENDENT NEWS LLC

ICIP PUBLIC HEARING NOTICE
7/24/2020

401-49-2221

479120 09/01/2020

35493
35493

32.64

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
09/02/2020			ICIP PUBLIC HEARING NOTICE 7/31/2020	401-49-2221	/	/	35493	24.96
			ICIP PUBLIC HEARING NOTICE 8/1/2020	401-49-2221	/	/	35493	4.71
			INVOICE#85189/85265				35493	
GRANT ADMINISTRATION 62.31								
01 0	113093	JUNIOR'S TIRE & AUTO PARTS INC.	TIRES FOR ANIMAL CONTROL TRUCK	401-82-2201	419120	09/01/2020	35657	700.00
			2015 DODGE RAM 1500				35657	
			VIN: 1CRR7X0F538286				35657	
			LICENSE PLATE: G93664				35657	
			MILEAGE: 133,998				35657	
			INVOICE#187184/187195 ACCT#33				35657	
ANIMAL SERVICES 700.00								
01 0	113094	MALLORY SAFETY AND SUPPLY, LLC.	WOMEN'S 511 TACLITE EMS PANT	413-91-2236	29120	09/01/2020	35561	137.82
			NAVY 6 LONG				35561	
			MEN'S 511 STRYKE EMS PANT	413-91-2236	/	/	35561	186.33
			NAVY 34/32				35561	
			FREIGHT	413-91-2236	/	/	35561	25.49
			INVOICE#4899828 ACCT#119639				35561	
STATE FIRE ALLOTMENT 349.64								
01 0	113095	NMAC HUMAN RESOURCE AFFILIATE	HR AFFILIATE DUES	401-10-2269	289120	09/01/2020		50.00
COUNTY MANAGER 50.00								
01 0	113096	ORTIZ, ADRIAN	TEEN COURT SERVICES AUGUST 2020	605-22-2271	619120	09/02/2020		3616.69
			NMGRT INVOICE#8312020					
DWI LOCAL GRANT FY19 3616.69								
01 0	113097	P & M SIGNS INC	15 MILES AN HOUR SIGNS	402-60-2242	309120	09/01/2020	35619	550.80
			CHILDREN AT PLAY	402-60-2242	/	/	35619	550.80
			DELIVERY CHARGE	402-60-2242	/	/	35619	30.00
			NMSWPA 90-000-18-00073				35619	
			INVOICE#8430				35619	
COUNTY ROAD DEPARTMENT 1131.60								
01 0	113098	PARADISE RANCH	2020 TORRANCE COUNTY FAIR	412-53-2246	319120	09/01/2020	35205	4215.90
			BUCKLES				35205	
			SHIPPING	412-53-2246	/	/	35205	50.00
			INVOICE#92692				35205	
COUNTY FAIR 4265.90								
01 0	113099	PLACES SOUTHWEST, INC.	(7.8750%)	620-94-2272	459120	09/01/2020	34883	980.33
			NMEDD APPROVAL	626-69-2297	/	/	34883	12496.25
			GROSS RECEIPTS TAX	626-69-2297	/	/	34883	3.75
			INVOICE#13383 ACCT#2020028				34883	

INFRASTRUCTURE GROSS R 980.33 LOCAL GOVERNMENT PLANN 12500.00
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CK#	DATE	Name	Description	Line Item	Invoice #	PO #	Amount
01 0	113100	PLATEAU WIRELESS	LANDLINE CHARGES DURAN FIRE	407-91-2207	529120		140.74
	140.74		BILL DATE 08/22/2020 ACCT#				
	09/02/2020		575-584-2244				
STATE FIRE ALLOTMENT 140.74							
01 0	113101	PRUDENTIAL OVERALL SUPPLY	MATS AND MOPS COUNTY ADMIN	401-15-2203	469120		35.14
	156.35		UNIFORMS STETSON/ARELY/WARISSA	401-65-2236	/ /		65.59
	09/02/2020		NICK				
			MATS AND MOPS FOR JUDICIAL	401-16-2203	/ /		55.62
			INVOICE#45055-6017/45055-6016				
			ACCT#6528480				
ADMINISTRATIVE OFFICES 35.14 OPERATIONS & MAINTENAN 65.59 JUDICIAL COMPLEX MAINT 55.62							
01 0	113102	STAPLES BUSINESS ADVANTAGE	PRINTER CARTRIDGES, FILE	401-30-2219	159120		442.07
	442.07		ORGANIZERS, FAN, FLOOR MATS,				
	09/02/2020		STAPLES, & TZ TAPE.				
			INVOICE#3453416130 ACCT#010				
COUNTY TREASURER 442.07							
01 0	113103	STAPLES BUSINESS ADVANTAGE	SEVILLE AIRLIFT 35.4" STANDING	609-30-2219	169120		510.69
	510.69		INVOICE#3453253561 ACCT#010				
	09/02/2020						
COUNTY TREASURER 510.69							
01 0	113104	STAPLES BUSINESS ADVANTAGE	PRINTER CARTRIDGES, FILE	401-30-2219	259120		12.00
	12.00		INVOICE#3453800691 ACCT#010				
	09/02/2020						
COUNTY TREASURER 12.00							
01 0	113105	STAPLES BUSINESS ADVANTAGE	VERY NOTARY SEALS	401-08-2222	269120		5.68
	140.68		SHEET PROTECTORS 100CT	401-08-2222	/ /		5.67
	09/02/2020		CD/DYE JEWEL CASES	401-08-2222	/ /		16.49
			3V LITHIUM BATTERIES	401-08-2222	/ /		9.28
			RED MARKERS FINE POINT 12 CT.	401-08-2222	/ /		58.75
			BINDING COMBS VARIOUS SIZE	401-08-2222	/ /		3.28
			INVOICE#3453416129				41.53
PLANNING & ZONING 140.68							
01 0	113106	STAPLES BUSINESS ADVANTAGE	STAPLES STANDARD 1" 3-RING	411-92-2219	339120		24.99
	271.11		BINDERS, WHITE, 12/CARTON				
	09/02/2020		RUBBERMAID COMMERCIAL 5 GALLON	411-92-2248	/ /		75.60
			INSULATED COOLER				
			KRAFT MAC & CHEESE PASTA,	411-92-2248	/ /		22.93
			12/CARTON				
			FRITO LAY CHIPS, VARIETY,	411-92-2248	/ /		22.30
			30/BOX				
			NISSIN STIR FRY NOODLES,	411-92-2248	/ /		17.97
			TERIYAKI BREF, 6/CARTON				
			QUAKER OATMEAL, MAPLE BROWN	411-92-2248	/ /		24.59
			SUGAR, 24/CARTON				
			MAGIC CHEF 1.1 CU. FT.	411-92-2248	/ /		82.73

COUNTERTOP MICROWAVE
ACCT#394849

35563

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
1/4%		FIRE EXCISE TAX	271.11					
01 0	113107	STAPLES BUSINESS ADVANTAGE	ZEBRA SYMBOL HANDHELD SCANNER	401-21-2219	439120	09/01/2020	35610	109.20
	09/02/2020		INVOICE#3453867328 ACCT#394849					
ELECTIONS								
			109.20					
01 0	113108	STURCHIO, RONALD	BLOOD DRAW FOR	401-50-2272	119120	09/01/2020	35673	75.00
	09/02/2020		DWI TRAFFIC STOP				35673	
			INVOICE#PO35673					
COUNTY SHERIFF								
			75.00					
01 0	113109	TAJIQUE LAND GRANT	AUGUST 2020 LEASE TRANSPER	401-05-2204	509120	09/02/2020		200.00
	09/02/2020		STATION INVOICE#2020-08					
COUNTY COMMISSION								
			200.00					
01 0	113110	TLC PLUMBING & UTILITY	REPLACE REFRIGERATORS EQUIPMENT	621-96-2611	279120	09/01/2020	35505	9198.42
	09/02/2020		FOR THE WALK-IN FREEZER AT				35505	
			MORIARTY SENIOR CENTER				35505	
			NMGRT				35505	
			NMSWEA 90-000-18-00073				35505	
			INVOICE#SMS2700302 ACCT#21945					
CAPITAL OUTLAY GROSS R 9198.42								
01 0	113111	TRIADIC INC.	CONTRACT SERVICES FOR AUGUST	401-65-2213	519120	09/02/2020		4269.95
	09/02/2020		2020 CONTRACT CHARGES AND GRT					
			CLERK'S CONTRACT CHARGES AND GRT					164.64
			TREASURER'S CONTRACT CHARGES					164.65
			AND GRT ACCT#1425					
OPERATIONS & MAINTENAN								
			4269.95					
01 0	113112	WAC UPFITTERS LLC	COUNTY CLERK	164.64				164.65
	09/02/2020		CRADLEPOINT/ANTENNA INSTALL		139120			
			COMPUTER DOCKING STATION (TAHOE)				35462	441.05
			WESTIN PUSH BUMPER (TAHOE)				35462	421.40
			MICROPULSE LED (PAIR)				35462	201.00
			LIGHT CHANNEL FOR PUSH BUMPER				35462	28.07
			SHIPPING & LABOR				35462	975.00
			NMGRT				35462	66.94
			INVOICE#6149					
COMMUNICATIONS/EMS TAX								
			2133.46					
01 0	113113	WITMER PUBLIC SAFETY GROUP	PRO-TECH 8 TITAN-K PRO STRUCTUAL	405-91-2248	229120	09/01/2020	35426	109.95
	09/02/2020		GLOVE (SMALL)				35426	
			PRO-TECH 8 TITAN-K PRO STRUCTUAL				35426	329.85
			GLOVE (MEDIUM)				35426	
			PRO-TECH 8 TITAN-K PRO STRUCTUAL				35426	329.85
			GLOVE (MED-LARGE)				35426	
			PRO-TECH 8 TITAN-K PRO STRUCTUAL				35426	329.85
			GLOVE (LARGE/XL)				35426	
			PRO-TECH 8 TITAN-K PRO STRUCTUAL				35426	109.95

GLOVE (XL)

MAJESTIC PAC II 100% NOMEX

405-91-2248

/ /

35426
35426

295.90

CHECK LISTING

CK#	DATE	Name	Description	Line Item	Invoice #	DATE	PO #	Amount
			NATURAL HOOD - NOTCHED				35426	
			HEXARMOR EXT RESCUE BARRIER	4014 405-91-2248		/ /	35426	119.98
			GLOVE (MEDIUM)			/ /	35426	
			HEXARMOR EXT RESCUE BARRIER	4014 405-91-2248		/ /	35426	359.94
			GLOVE (LARGE)			/ /	35426	
			TRUE NORTH RECTANGULAR SCBA MASK	405-91-2248		/ /	35426	188.72
			BAG - RED			/ /	35426	
			ESTIMATED SHIPPING	405-91-2248		/ /	35426	54.35
			INVOICE#2047559/2047559.001					
			ACCT#TORCOU					

STATE FIRE ALLOTMENT 2228.34
 =====
 01 0 113114 4 RIVERS EQUIPMENT, LLC
 888.53
 09/02/2020
 =====
 BROB ROOM #0120 - BRISTLES 402-60-2244 379120 09/01/2020 35658 688.53
 & SEAL 35658
 PARTS FOR 770 LOADER MIRROR # 35658
 1670 - MIRROR 35658
 MIRROR FOR RENTED STEEL WHEEL 402-60-2244 / / 200.00
 ROLLER 35658
 INVOICE#934516 ACCT#37497 35658
 =====

COUNTY ROAD DEPARTMENT 888.53
 =====
 62 151325.83 / / TOTAL

DEBITS

CREDITS

** GRAND TOTAL **	151,325.83	.00
**TOTAL	37,332.03	.00
GENERAL FUND		
COUNTY COMMISSION	301.20	.00
RENT OF LAND/BUILDINGS	200.00	.00
TELECOMMUNICATIONS	101.20	.00
PLANNING & ZONING	1,965.27	.00
CONTRACTS - EQUIPMENT MAINT	328.70	.00
TELECOMMUNICATIONS	91.08	.00
SUPPLIES - GENERAL OFFICE	1,404.81	.00
SUPPLIES - FIELD	140.68	.00
COUNTY MANAGER	11,657.01	.00
CONTRACTS - EQUIPMENT MAINT	654.00	.00
TELECOMMUNICATIONS	153.01	.00
SUBSCRIPTIONS/DUES/FEES	50.00	.00
CONTRACT - PROFESSIONAL SERVICES	10,800.00	.00
ADMINISTRATIVE OFFICES MAINTENAN	2,856.88	.00
CONTRACTS - EQUIPMENT MAINT	35.14	.00
MAINTENANCE & REPAIRS-BUILD/STRU	509.24	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	2,312.50	.00
JUDICIAL COMPLEX MAINTENANCE	990.19	.00
CONTRACTS - EQUIPMENT MAINT	55.62	.00
MAINTENANCE & REPAIRS-BUILD/STRU	568.07	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	366.50	.00
COUNTY CLERK	45.54	.00
TELECOMMUNICATIONS	45.54	.00
ELECTIONS	300.68	.00
SUPPLIES - GENERAL OFFICE	300.68	.00
MOUNTAINAIR HEALTH CLINIC MAINT	261.29	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	261.29	.00
HEALTH DEPT BLDG MAINTENANCE	771.75	.00
MAINTENANCE & REPAIRS-BUILD/STRU	510.47	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	261.28	.00
MOUNTAINAIR SENIOR CENTER MAINT	261.29	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	261.29	.00
COUNTY TREASURER	1,514.83	.00
CONTRACTS - EQUIPMENT MAINT	732.58	.00
TELECOMMUNICATIONS	328.18	.00
SUPPLIES - GENERAL OFFICE	454.07	.00
ESTANCTA SENIOR CENTER MAINT	261.29	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	261.29	.00
MORIARTY SENIOR CENTER MAINT	261.29	.00
MAINTENANCE & REPAIRS-GROUNDS/RO	261.29	.00
GRANT ADMINISTRATION	292.77	.00

401-49-2207
401-49-2218

TELECOMMUNICATIONS
FURN/FIX/EQUIP

45.63
19.99

.00
.00

	DEBITS	CREDITS
401-49-2219	SUPPLIES - GENERAL OFFICE	164.84
401-49-2221	PRINTING/PUBLISHING/ADVERTISING	62.31
**DEPT	COUNTY SHERIFF	4,278.07
401-50-2201	MAINTENANCE & REPAIRS - VEHICLES	1,181.00
401-50-2203	CONTRACTS - EQUIPMENT MAINT	512.17
401-50-2207	TELECOMMUNICATIONS	2,509.90
401-50-2272	CONTRACT - PROFESSIONAL SERVICES	75.00
**DEPT	FINANCE DEPARTMENT	492.30
401-55-2203	CONTRACTS - EQUIPMENT MAINT	318.62
401-55-2207	TELECOMMUNICATIONS	111.74
401-55-2219	SUPPLIES - GENERAL OFFICE	61.94
**DEPT	ATTORNEY	45.54
401-56-2207	TELECOMMUNICATIONS	45.54
**DEPT	OPERATIONS & MAINTENANCE	9,607.23
401-65-2207	TELECOMMUNICATIONS	217.22
401-65-2213	CONTRACT - IT SERVICES	8,954.42
401-65-2236	SUPPLIES - UNIFORMS	65.59
401-65-2248	SUPPLIES - SAFETY	370.00
**DEPT	ANIMAL SERVICES	1,167.61
401-82-2115	SUPPLIES - PHARMACY	274.84
401-82-2201	MAINTENANCE & REPAIRS - VEHICLES	700.00
401-82-2207	TELECOMMUNICATIONS	182.16
401-82-2210	UTILITIES - WATER	10.61
**TOTAL	ROAD FUND	3,046.67
**DEPT	COUNTY ROAD DEPARTMENT	3,046.67
402-60-2207	TELECOMMUNICATIONS	1,026.54
402-60-2242	SUPPLIES - SIGNS	1,131.60
402-60-2244	MAINTENANCE & REPAIRS-MACHINERY	888.53
**TOTAL	DISTRICT 5 VFD	4,106.35
**DEPT	STATE FIRE ALLOTMENT	4,106.35
405-91-2207	TELECOMMUNICATIONS	92.98
405-91-2215	MAINTENANCE & REPAIRS-BUILD/STRU	15.16
405-91-2218	FURN/FLX/EQUIP	608.29
405-91-2248	SUPPLIES - SAFETY	3,389.92
**TOTAL	DISTRICT 2 VFD	334.37
**DEPT	STATE FIRE ALLOTMENT	334.37
406-91-2207	TELECOMMUNICATIONS	92.98
406-91-2230	SUPPLIES - MEDICAL	241.39
**TOTAL	DISTRICT 1 VFD	193.68
**DEPT	STATE FIRE ALLOTMENT	193.68
407-91-2207	TELECOMMUNICATIONS	193.68
**TOTAL	DISTRICT 3 VFD	283.81
**DEPT	STATE FIRE ALLOTMENT	283.81
408-91-2207	TELECOMMUNICATIONS	40.04

408-91-2248

SUPPLIES - SAFETY

243.77

.00

**TOTAL

DISTRICT 4 VFD

52.94

.00

	DEBITS	CREDITS
**DEPT		
409-91-2207	52.94	.00
STATE FIRE ALLOTMENT	52.94	.00
TELECOMMUNICATIONS		
**TOTAL	271.11	.00
COUNTY FIRE PROTECTION FUND		
1/4% FIRE EXCISE TAX	271.11	.00
SUPPLIES - GENERAL OFFICE	24.99	.00
SUPPLIES - SAFETY	246.12	.00
**TOTAL	5,387.06	.00
COUNTY FAIR		
COUNTY FAIR	5,387.06	.00
SUPPLIES - AWARDS	200.00	.00
SUPPLIES - RIBBONS	369.75	.00
SUPPLIES - BUCKLES	4,265.90	.00
CONTRACT - OTHER SERVICES	551.41	.00
**TOTAL	3,395.69	.00
FIRE DEPARTMENT ADMIN		
STATE FIRE ALLOTMENT	3,395.69	.00
TELECOMMUNICATIONS	534.88	.00
SUPPLIES - UNIFORMS	349.64	.00
SUPPLIES - SAFETY	2,222.98	.00
CONTRACT - OTHER SERVICES	288.19	.00
**TOTAL	180.69	.00
DISTRICT 6 VFD		
STATE FIRE ALLOTMENT	180.69	.00
TELECOMMUNICATIONS	52.94	.00
SUPPLIES - SAFETY	127.75	.00
**TOTAL	1,295.99	.00
JAIL FUND		
COMMUNITY MONITORING	645.13	.00
TELECOMMUNICATIONS	45.54	.00
FURN/FIX/EQUIP	437.78	.00
CONTRACT - OTHER SERVICES	161.81	.00
**DEPT	650.86	.00
420-74-2207	650.86	.00
TRANSPORTATION OF PRISONERS		
TELECOMMUNICATIONS		
**TOTAL	2,264.66	.00
CIVIL DEFENSE FUND		
COMMUNICATIONS/EMS TAX	2,264.66	.00
TELECOMMUNICATIONS	131.20	.00
SUPPLIES - SAFETY	2,133.46	.00
**TOTAL	3,662.23	.00
DWI PROGRAM FUND		
DWI DISTRIBUTION GRANT FY20	45.54	.00
TELECOMMUNICATIONS	45.54	.00
**DEPT		
605-03-2207		
DWI LOCAL GRANT FY19	3,616.69	.00
CONTRACT - OTHER SERVICES	3,616.69	.00
**TOTAL	510.69	.00
TREASURER'S FEE		
COUNTY TREASURER	510.69	.00

609-30-2219

SUPPLIES - GENERAL OFFICE

510.69

.00

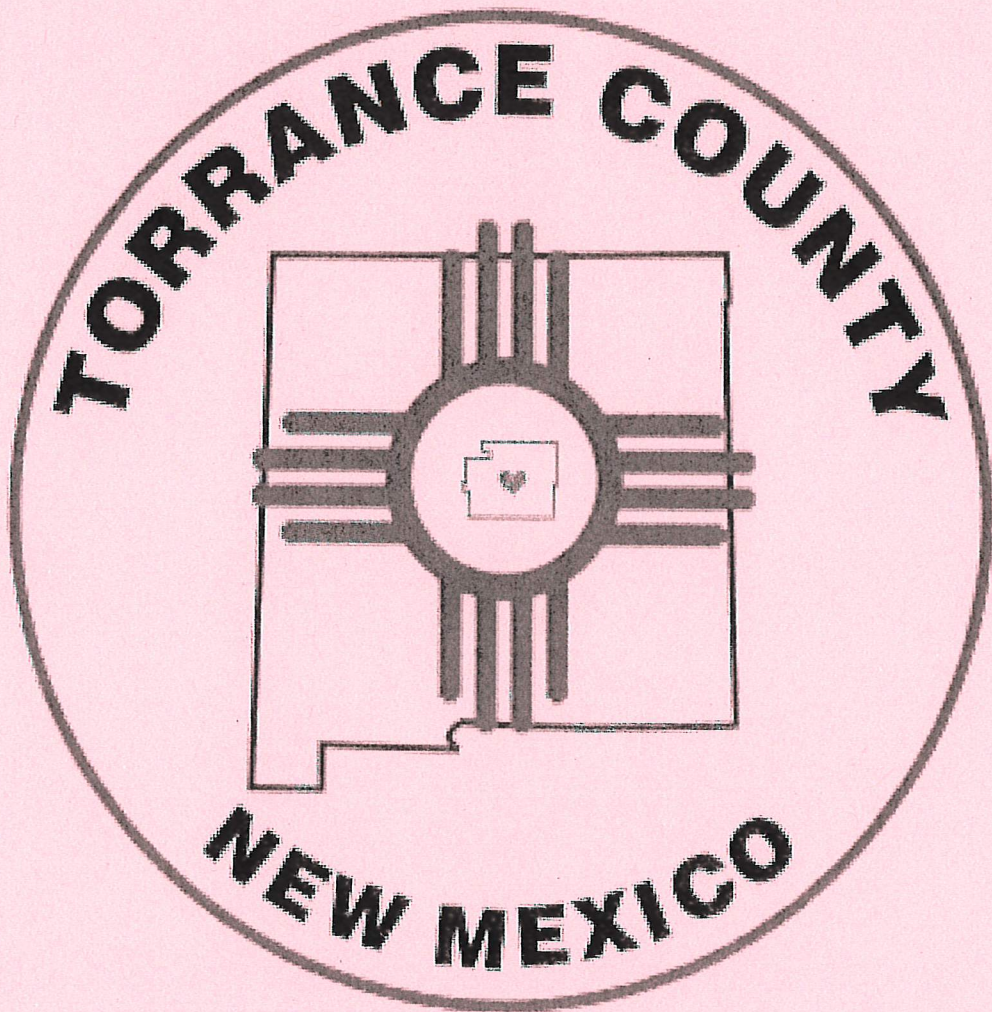
**TOTAL

PROPERTY VALUATION FUND

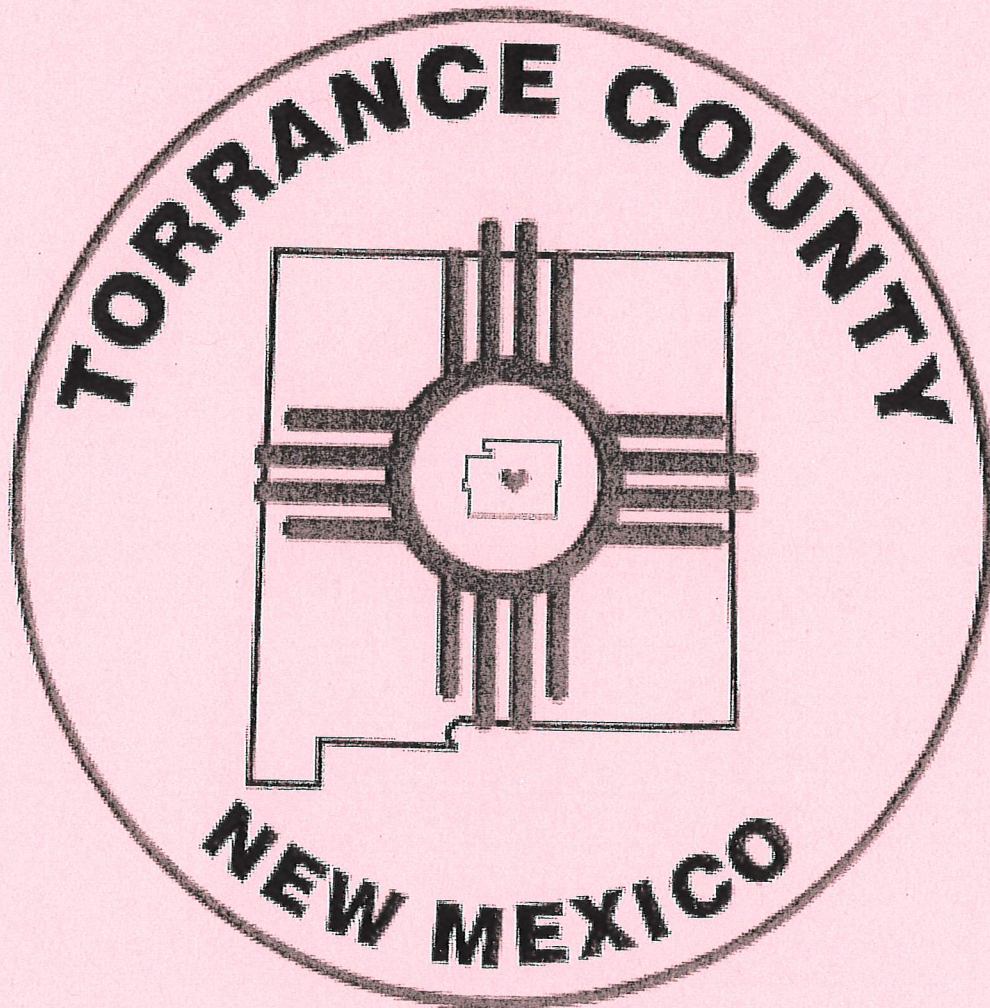
501.39

.00

	DEBITS	CREDITS
**DEPT		
COUNTY ASSESSOR	501.39	.00
610-40-2203	352.15	.00
610-40-2207	149.24	.00
**TOTAL	164.64	.00
COUNTY ASSESSOR	164.64	.00
612-20-2203	164.64	.00
**TOTAL	44,026.33	.00
COUNTY INFRASTRUCTURE GRT	44,026.33	.00
**DEPT		
INFRASTRUCTURE GROSS RECEIPTS TX	44,026.33	.00
620-94-2272	980.33	.00
620-94-2618	43,046.00	.00
**TOTAL	29,367.92	.00
CAPITAL OUTLAY GROSS RECEIPTS TX	29,367.92	.00
**DEPT		
CAPITAL OUTLAY GROSS RECEIPTS TX	29,367.92	.00
621-96-2611	29,367.92	.00
**TOTAL	12,500.00	.00
NMFA GRANT FUND	12,500.00	.00
**DEPT		
LOCAL GOVERNMENT PLANNING GRANT	12,500.00	.00
626-69-2297	12,500.00	.00
**TOTAL	1,363.90	.00
ESPERANZA CLINIC	1,363.90	.00
**DEPT		
ESPERANZA MEDICAL CLINIC	1,363.90	.00
630-87-2215	1,363.90	.00
**TOTAL	45.54	.00
RURAL ADDRESSING	45.54	.00
**DEPT		
RURAL ADDRESSING	45.54	.00
675-07-2207	45.54	.00
**TOTAL	711.96	.00
DOMESTIC VIOLENCE GRANT	711.96	.00
**DEPT		
WIND PILIT	711.96	.00
690-09-2203	529.80	.00
690-09-2207	182.16	.00
**TOTAL	326.18	.00
EMERGENCY-911 FUND	326.18	.00
**DEPT		
911-DISPATCH CENTER	326.18	.00
911-80-2207	326.18	.00
BANK01	151,325.83	.00
** BANK TOTALS **	151,325.83	.00



Agenda Item
No. 10



*Agenda Item
No. 11-A*



Torrance County Board of Commissioners

Meeting 9/9/2020

Item 11A

Department: Finance
Prepared By: J Oliver

Title: Budget Increase, DWI (reverted funds) and Clerk (additional election cost), Resolution No. 2020-____

Action:

Motion approve Budget increase of \$14,488 for DWI and \$6,520 for Clerk election

Summary: The increase for DWI is to send the reverted amount of \$14,188 back to the state for funds that were not expended in FY2020, the other \$300 is to cover a contract from FY 2020 that was not completely paid out until after July 1st 2020. The \$6,520 is for the Clerk's office to be used in elections. The funds were reimbursements for additional cost incurred during the 2020 primary election due to covid-19 and will go towards additional cost for the general election due to covid-19.

Significant Issues:

- The amount for the DWI distribution needs to be returned to the state without the funds being sent back it can hold up additional funding for DWI program as well as other programs. The significant issue for the clerk is that without the Secretary of state providing reimbursement for additional cost it could cause the Clerk to use more than 50% of their budget before January. This is an issue due to the election of the new Clerk the outgoing Clerk statutorily can only use 50% of the budget. Capturing this increase will alleviate some of the strain on the budget for the Clerk's office

Financial:

Without approval it can cause funding issues and audit findings which could hinder the ability for grants and loans in the future.

Staff Recommendation:

Approve

TORRANCE COUNTY RESOLUTION# 2020-

Budget Transfer

WHEREAS, the Torrance County Commission in regular session on Wednesday, September 9th 2020, did propose to authorize Budget Increases in the FY 2020-2021 Budget and

WHEREAS, Budget Increases require authorization from the Department of Finance and Administration, and

WHEREAS, we request authorization for the following Budget Increase: (See Schedule A)

NOW THEREFORE BE IT RESOLVED, we respectfully request approval for the attached Budget Increase in the FY 2020-2021 budget from the Department of Finance and Administration.

DONE at Estancia, New Mexico
Torrance County this 9th day of
September 2020.

Torrance County Board of Commissioners

Attest:

Kevin McCall, District 1

Linda Jaramillo
Torrance County Clerk

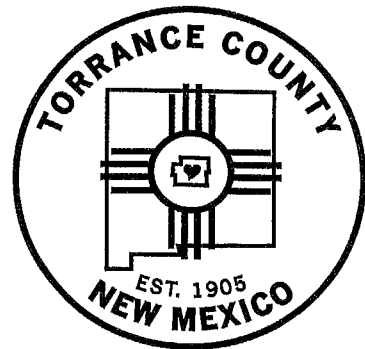
Ryan Schwebach, District 2

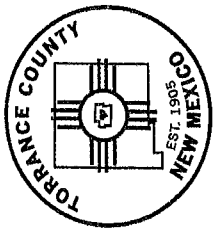
Javier E. Sanchez, District 3

Vote Record

Kevin McCall	yes	no	abstain	absent
Ryan Schwebach	yes	no	abstain	absent
Javier E. Sanchez	yes	no	abstain	absent

DFA Approval





Torrance County

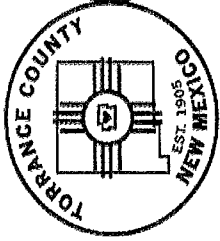
Resolution 2020-

Increase

Schedule A

July 8, 2020

		From			TO		
Department	Source	Line Item	Description	Line Item	Description	Amount	Amount
DWI	LDWI Distribution	605		605	Refunds	\$ 14,488.00	\$ 14,188.00
		00	DWI Distribution Grant	03			
				2			
				270			
				282	Treatment	\$	\$ 300.00
Clerk	NM Sec State	401		401	Part Time Salaries	\$	\$ 2,000.00
		00	Election Fees	21			
				2			
				103			
				219	Supplies	\$	\$ 2,000.00
				2	Print/Publish/Advertise	\$	\$ 2,000.00
				221			
				2			
				226	Election Cost	\$	\$ 520.00
				2			
				2			
TOTAL						\$ 21,008.00	\$ 21,008.00



TORRANCE COUNTY
Budget Increase Request

DWI PREVENTION PROGRAM

Requesting Department:

My department hereby requests that the following budget increase be made to the budget:

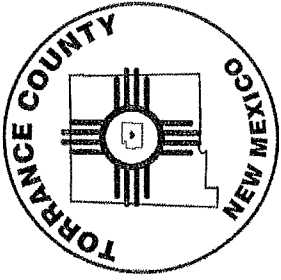
Revenue:		Expenditure:		\$
Line Item Number	Line Item Description	Line Item Number	Line Item Description	Amount of Transfer
605-03	LDWI Distribution	605-03-2270	Refunds	14188
605-03	LDWI Distribution	605-03-2282	Treatment	300
Reason for Transfer:				
The Torrance County DWI Prevention Program received an amount greater than the original estimate of \$92,941 for FY2020. This budget increase will allow the program to meet the requirement from DFA to revert the additional money by September 30, 2020 and then reapply for the funding in October 2020.				

Therese McArthur

8/27/2020

Signature

Date



TORRANCE COUNTY

Budget Increase Request Form

Requesting Department: _____

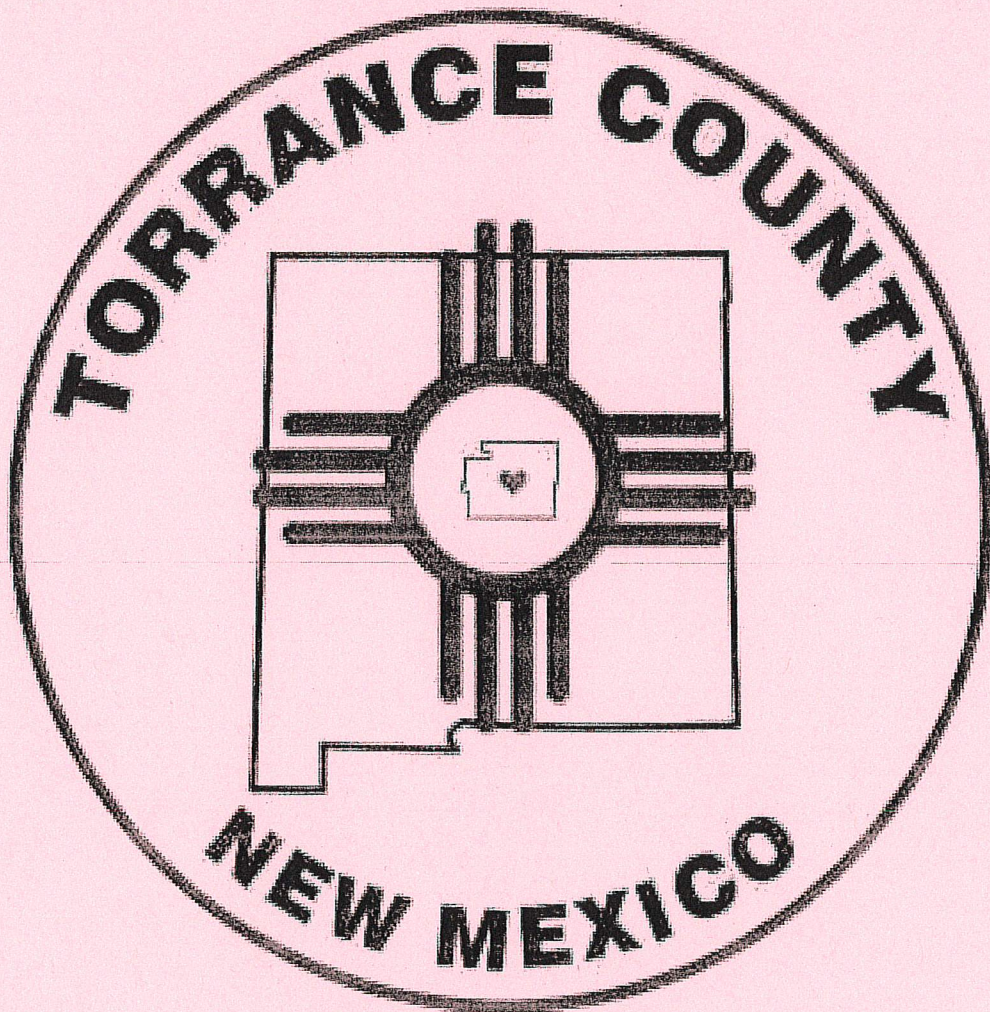
Clerk _____

My department hereby requests that the following budget increase be made to the budget:

Revenue Increase:		Expenditure Increase:		Amount of Increase
Line Item Number	Line Item Description	Line Item Number	Line Item Description	\$
401-00-1572	Election Fees	401-21-2103	Part Time Salaries	\$ 2,000.00
401-00-1572	Election Fees	401-21-2219	Supplies	\$ 2,000.00
401-00-1572	Election Fees	401-21-2221	Printing/Publishing/Advertising	\$ 2,000.00
401-00-1572	Election Fees	401-21-2226	Election Cost	\$ 520.00

Ronda Kayser
Signature

8-31-2020
Date



*Agenda Item
No. 11-B*



Torrance County Board of Commissioners

Meeting 9/9/2020

Item 11B

Department: Finance
Prepared By: J Oliver

Title: Motion to approve Disposition of Vehicles, Resolution No. 2020-_____

Action:

Motion to approve Disposition of Vehicles Summary:

Significant Issues:

-The significant issue is the number of old vehicles that the county currently owns that are not useful to the county. This is the first of many that will be becoming before the commission for disposition. There is a planned silent sealed bid auction for these vehicles as their value is well under \$5,000 and all have mechanical issues. The departments do not want to take the time and money to fix them as they will not continually be reliable for job functions that are needed.

Financial:

Sales from 2 of the vehicles will be deposited into the general fund, 2 will be deposited into the jail fund, and one into the law enforcement protection fund

Staff Recommendation:

Approve

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**TORRANCE COUNTY
BOARD OF COUNTY COMMISSIONERS
RESOLUTION NO. R 2020-**

DISPOSTION OF TORRANCE COUNTY PROPERTY

WHEREAS, in the course of providing services to the people of Torrance County, it is necessary at times to dispose of property belonging to the County; and

WHEREAS, NMSA 1978, Section 13-6-1 et seq. enumerates specific requirements for the disposal of County property; and

WHEREAS, the Torrance County Board of County Commissioners adopted the Torrance County Property Disposition Policy (Resolution R 2020-07) (“Policy”) that provides a process by which Torrance County may dispose of County property in accordance with NMSA 1978, Section 13-6-1 et seq.; and

WHEREAS, pursuant to the Policy, Torrance County Department Heads or Elected Officials provided a list of property that included five vehicles for review by the Property Disposition Committee (“Committee”); and

WHEREAS, the Committee reviewed and approved the proposed disposition of the five vehicles in accordance with the Policy.

NOW, THEREFORE BE IT RESOLVED that the proposed property disposition is hereby approved and included in the minutes of today’s Board of County Commissioners meeting; and

BE IT FURTHER RESOLVED that the County, upon final disposition, may remove the above-mentioned property from any current inventory list as directed by NMSA 1978, Section 13-6-1 et seq. and the Policy.

DONE THIS 9th DAY OF SEPTEMBER, 2020.

TORRANCE COUNTY COMMISSION

Kevin McCall, District 1

Ryan Schwebach, District 2

Attest:

County Clerk

Javier E. Sanchez, District 3



Torrance County Property Disposition Committee

Torrance County Resolution 2020-07

Date: 8/25/2020

Requesting Department: Manager

Property Subject of Request: 2002 Cherry Trail Blower

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	✓	
2	Photos, hard or digital copies, are attached for review.	✓	
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: <u>Jeremy Olive</u>	✓	
4	Committee verified current resale or market value.	✓	
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	N/A	N/A
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.	✓	

Committee Notes:

*Purchased through special Revenue (635 Fund Manager)
Sale to go into general fund*

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

2. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Considerations	Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

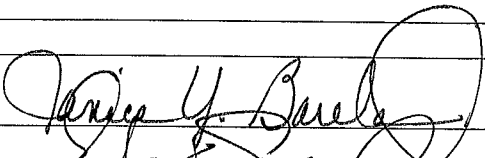
3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Considerations	Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

County Manager: _____


Operations Manager: _____


Finance Director: _____


To Be Completed by Manager/Finance

Property Disposition Approval/Checklist

4. Board of County Commissioners, by Resolution No. _____ Date: _____

5. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

	Action Required	Date Completed	Initials
1	County Manager or designee shall send to Department of Finance and Administration Local Government Division (LGD) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
2	County Manager or designee shall send to Office of State Auditor (OSA) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
3	<i>Wait thirty (30) days after notification to LGD and OSA.</i>		
4	Dispose of property in manner indicated by Disposal Resolution.		
5	Remove property from County's capital asset list if applicable. (Triadic)		
6	Remove property from asset tracking software if applicable. (WASP – Asset Cloud)		
7	Attach proof that County notified LGD and OSA.		

6. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Action Required	Date Completed	Initials
1	County Manager or designee shall submit request to the Department of Finance and Administration Local Government Division (LGD) for approval of property disposition, including a cover letter containing all applicable items found on Request for Approval of Property Disposition Checklist (see attached), along with a copy of Commission's signed Disposition Resolution.		
2	For REAL property, provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Upon receipt of LGD's approval, provide the LGD's approval letter to OSA, along with all materials the County provided LGD.		
4	If LGD exercises its authority, the REAL or tangible PERSONAL property shall be disposed by offering for sale or donation to a state agency, local public body, school district or state educational institution.		
5	For First Responder Vehicles, remove emergency equipment.		
6	For First Responder Vehicles disposed with emergency equipment, file justification for leaving on emergency equipment.		
7	If LGD approves the County's request, dispose of property in manner indicated by Disposal Resolution.		
8	Remove property from County's capital asset list. (Triadic)		
9	Remove property from asset tracking software. (WASP – Asset Cloud)		
10	Attach proof of LGD approval and of approval letter sent to OSA.		

7. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Action Required	Date Completed	Completed By
1	County Manager or designee shall submit request disposition packet to the State Board of Finance (BOF) for approval of property disposition, including cover letter, along with signed Disposition Resolution.		
2	Provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Complete request disposition packet must be submitted to the BOF within the established deadline prior to meeting. Contact the BOF at 505-827-4980 for specific requirements.		
4	Upon the County receiving the BOF's approval for disposition of property, dispose in manner indicated by Disposal Resolution or as amended by the BOF.		
5	Remove property from County's capital asset list. (Triadic)		
6	Remove property from asset tracking software. (WASP – Asset Cloud)		

8. Contact Numbers:

- A. Department of Finance Administration Local Government Division (LGD): 505-827-4950
- B. Office of the State Auditor (OSA): 505-476-3800
- C. State Board of Finance (BOF): 505-827-4980



Torrance County

Request for Approval of Property Disposition

Section 13-6, NMSA 1978

Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Janice Barela
 - A. Department: Manager

2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: Auction

3. Reason(s) for Disposal: Old no longer needed

4. Recommended Use of Funds Generated by This Transaction: Placed into general fund

5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: _____

 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: 2002 Chevrolet Trail Blazer
 - 2) Location of Personal Property: County Admin Building
 - 3) Photos Attached: hard copy digital emailed to: _____
 - 4) Torrance County ID Tag Number: N/A
 - 5) Year manufactured: 2002
 - 6) Make/Model: Chevrolet
 - 7) VIN/Serial Number: 1GNET16S526109329
 - 8) License Number: G51111
 - 9) Mileage: 157722
 - 10) **Current** Resale or Market Value: <\$1,427
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)

7. ADDITIONAL REQUIREMENTS for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)

Department Head's Signature: _____

Janice Y. Barela

Date: 8.19.2020

Home / What's My Car Worth / Category & Style / Options & Condition / Extended Sport Utility 4D

Advertisement

My Car's Value

2002 Chevrolet Trailblazer Extended Sport Utility 4D

near Estancia, NM 87016

Mileage: 157,722

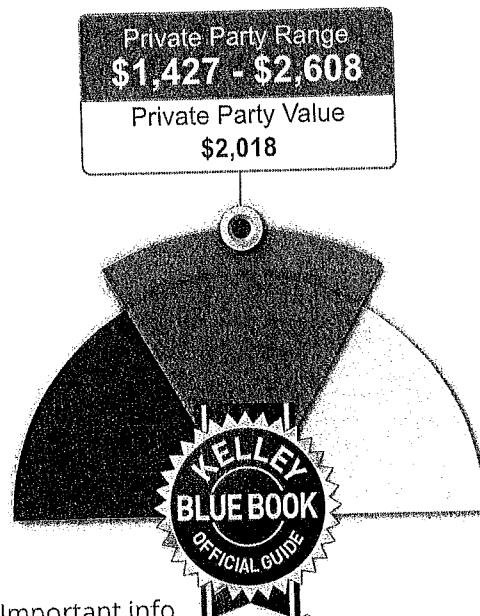
Edit Options

4.3 (1891 Ratings) Write a review

1 Compare Your Values

Use these values to help make a confident decision on whether to sell, trade or donate your car.

Instant Cash Offer Trade-in **Private Party** Donate Your Car



Advertisement

① Important info & definitions

Condition:

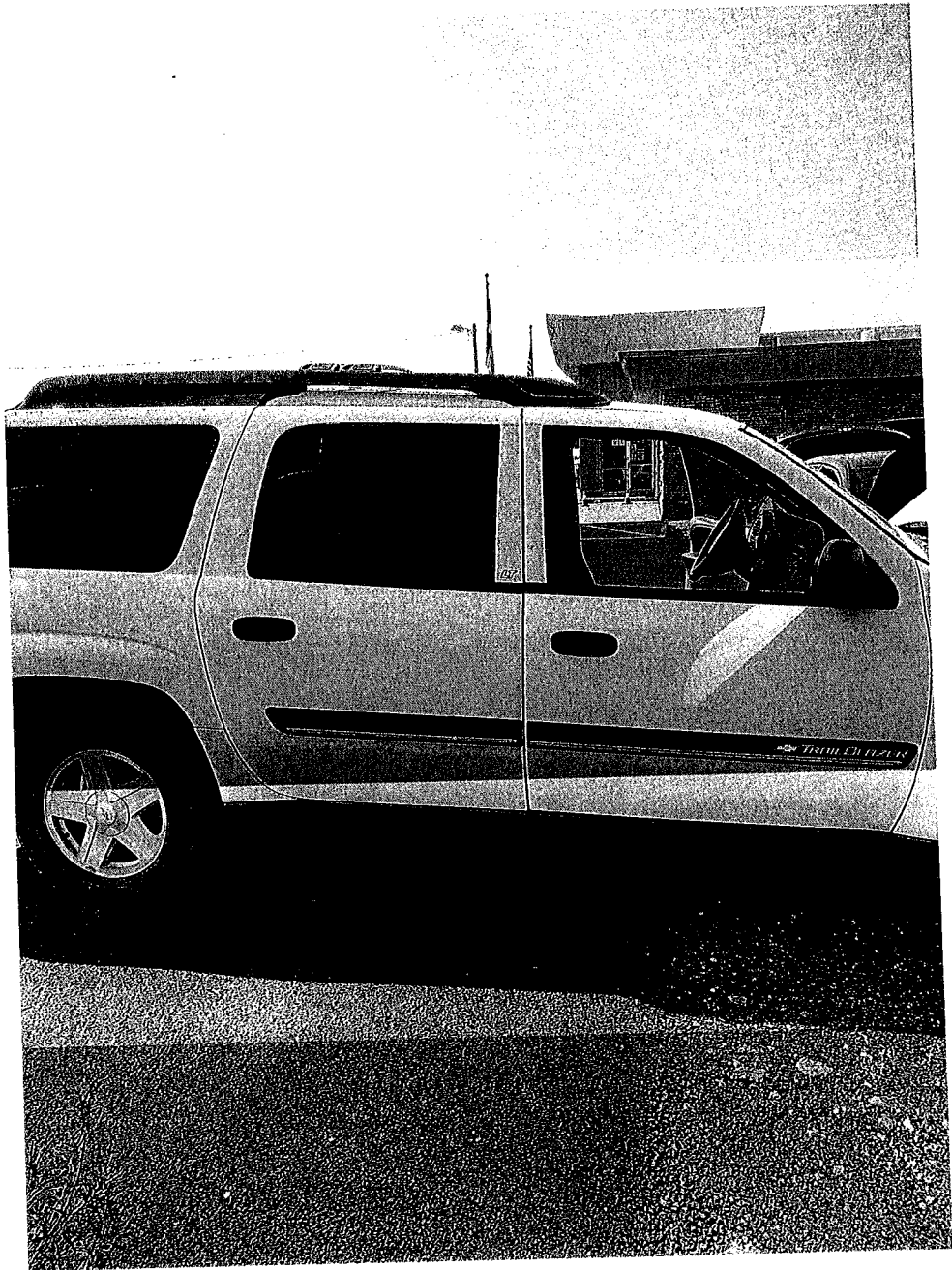
Fair

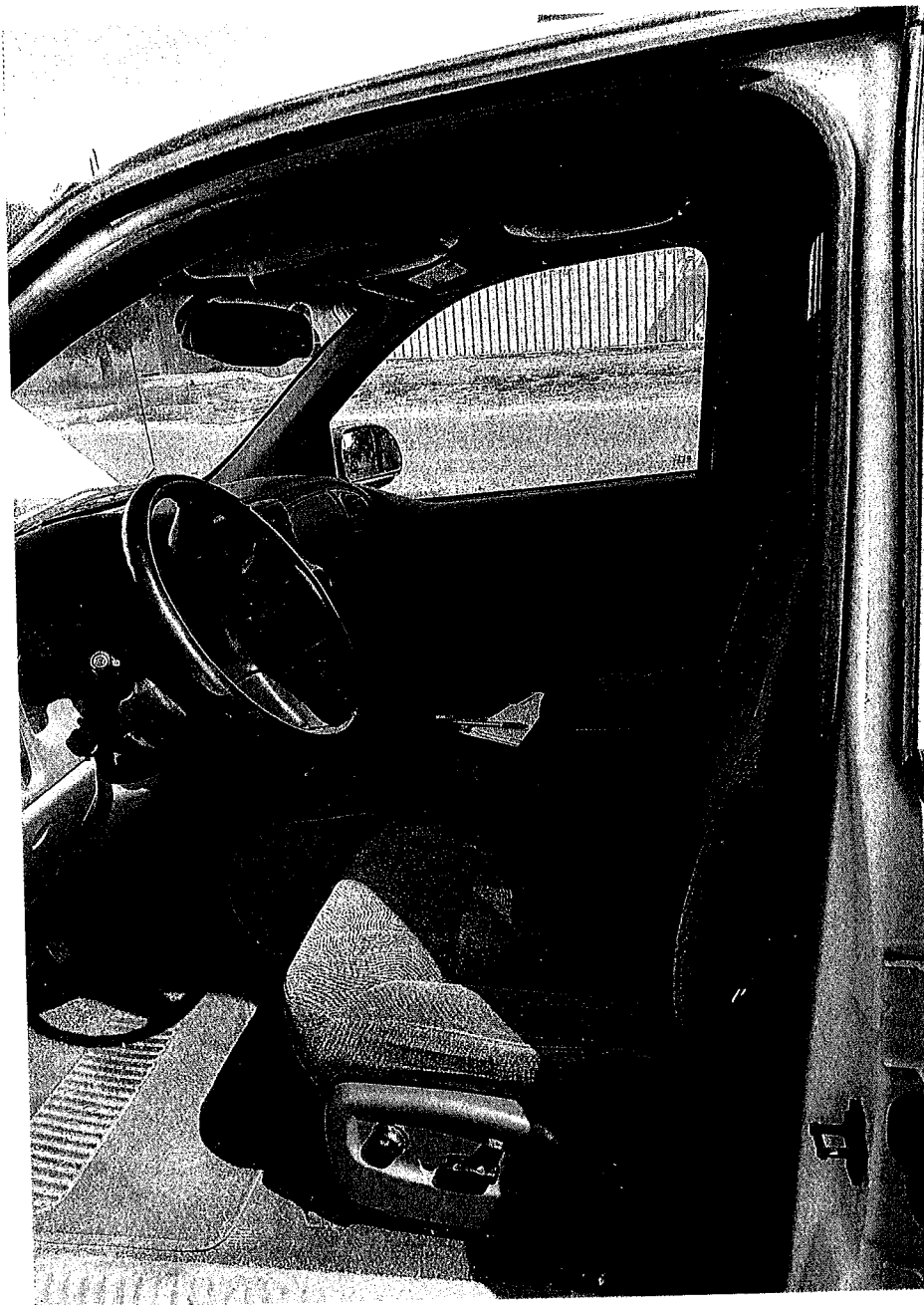


Ad

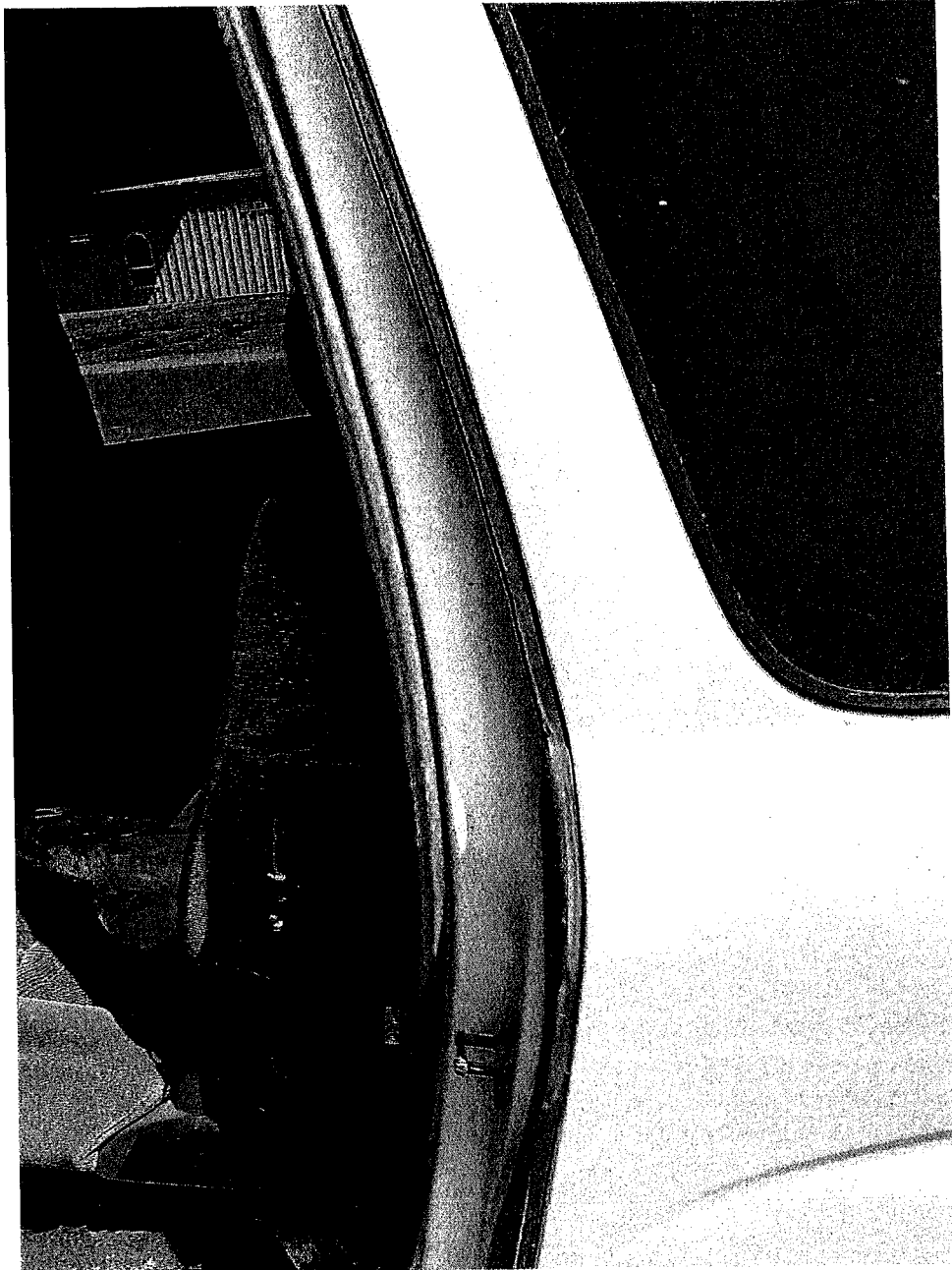
Popular Now See QTY Values in Qtr 4 2020







7







MADE BY GENERAL MOTORS CORP

04/02

GVWR

GVWR FR

GVWR RR

2900KG(6400LB)

1452KG(3200LB)

1542KG(3400LB)

THIS VEHICLE CONFORMS TO ALL APPLICABLE U.S. FEDERAL MOTOR VEHICLE SAFETY STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE SHOWN ABOVE.

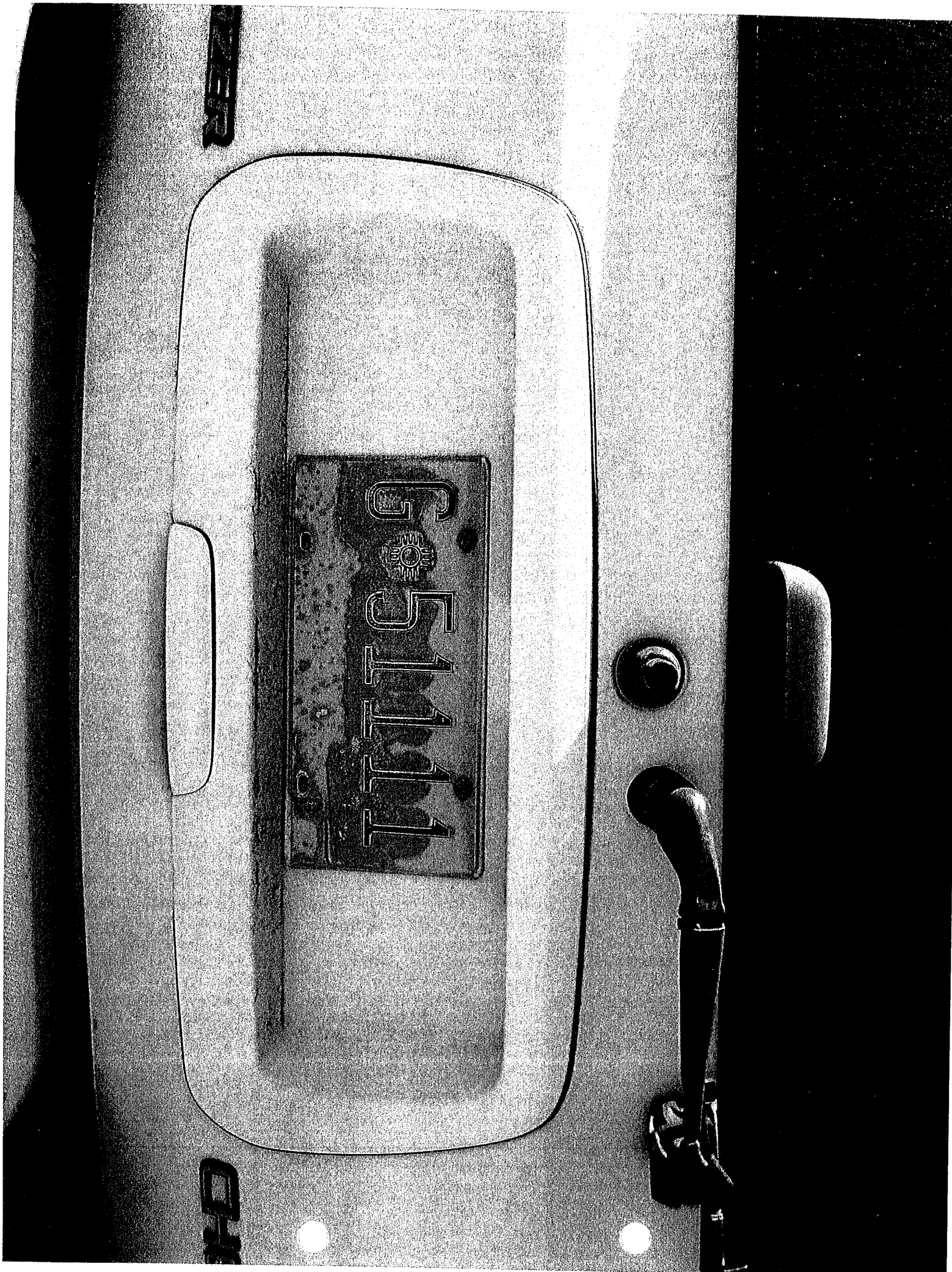
16NET105526100329

TYPE: M.P.V.

MODEL 1500LS PAYLOAD = 530KG(1300LB)

TYRE SIZE	SPEED MILE	RIM	COLD TIRE PRESSURE
P205/55R17	S	17X7J	210KPA(30PSI)
P205/55R17	S	17X7J	240KPA(35PSI)
P205/55R17	S	17X7J	240KPA(35PSI)

FOR MORE INFORMATION.



G 51111



Torrance County

Property Disposition Committee

Torrance County Resolution 2020-07

Date: 8.25.2020

Requesting Department: Operations - Senior center vehicles

Property Subject of Request: 2008 Chevrolet equinox

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	✓	
2	Photos, hard or digital copies, are attached for review.	✓	
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: <u>Jeremy Owen</u>	✓	
4	Committee verified current resale or market value.	✓	
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	✓	
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.	✓	

Committee Notes:

*purchased through operations
funds go to general fund (401)*

Property Disposition Committee's Recommendation:

- Dispose, as requested
 - Do NOT dispose
 - Dispose, as amended by Committee: _____
- _____
- _____

2. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

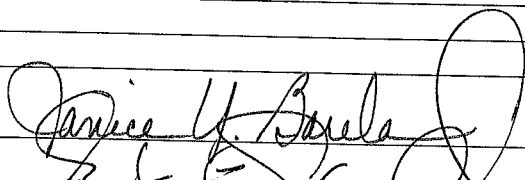
3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:


Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
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7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

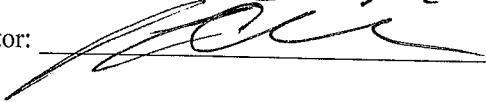
Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

County Manager: 

Operations Manager: 

Finance Director: 

To Be Completed by Manager/Finance

Property Disposition Approval/Checklist

4. Board of County Commissioners, by Resolution No. _____ Date: _____

5. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

	Action Required	Date Completed	Initials
1	County Manager or designee shall send to Department of Finance and Administration Local Government Division (LGD) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
2	County Manager or designee shall send to Office of State Auditor (OSA) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
3	<i>Wait thirty (30) days after notification to LGD and OSA.</i>		
4	Dispose of property in manner indicated by Disposal Resolution.		
5	Remove property from County's capital asset list if applicable. (Triadic)		
6	Remove property from asset tracking software if applicable. (WASP – Asset Cloud)		
7	Attach proof that County notified LGD and OSA.		

6. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Action Required	Date Completed	Initials
1	County Manager or designee shall submit request to the Department of Finance and Administration Local Government Division (LGD) for approval of property disposition, including a cover letter containing all applicable items found on Request for Approval of Property Disposition Checklist (see attached), along with a copy of Commission's signed Disposition Resolution.		
2	For REAL property, provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Upon receipt of LGD's approval, provide the LGD's approval letter to OSA, along with all materials the County provided LGD.		
4	If LGD exercises its authority, the REAL or tangible PERSONAL property shall be disposed by offering for sale or donation to a state agency, local public body, school district or state educational institution.		
5	For First Responder Vehicles, remove emergency equipment.		
6	For First Responder Vehicles disposed with emergency equipment, file justification for leaving on emergency equipment.		
7	If LGD approves the County's request, dispose of property in manner indicated by Disposal Resolution.		
8	Remove property from County's capital asset list. (Triadic)		
9	Remove property from asset tracking software. (WASP – Asset Cloud)		
10	Attach proof of LGD approval and of approval letter sent to OSA.		

7. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Action Required	Date Completed	Completed By
1	County Manager or designee shall submit request disposition packet to the State Board of Finance (BOF) for approval of property disposition, including cover letter, along with signed Disposition Resolution.		
2	Provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Complete request disposition packet must be submitted to the BOF within the established deadline prior to meeting. Contact the BOF at 505-827-4980 for specific requirements.		
4	Upon the County receiving the BOF's approval for disposition of property, dispose in manner indicated by Disposal Resolution or as amended by the BOF.		
5	Remove property from County's capital asset list. (Triadic)		
6	Remove property from asset tracking software. (WASP – Asset Cloud)		

8. Contact Numbers:

- A. Department of Finance Administration Local Government Division (LGD): 505-827-4950
- B. Office of the State Auditor (OSA): 505-476-3800
- C. State Board of Finance (BOF): 505-827-4980



Torrance County

Request for Approval of Property Disposition

Section 13-6, NMSA 1978
Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Nick Sedillo
 - A. Department: Senior Centers/Operations

 2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: Auction

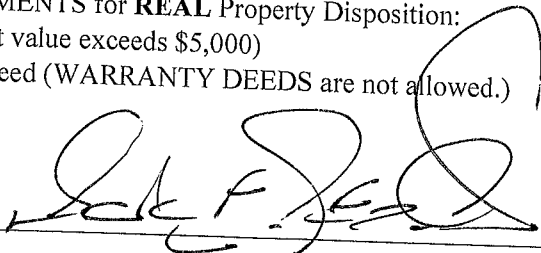
 3. Reason(s) for Disposal: Old no longer needed

 4. Recommended Use of Funds Generated by This Transaction: Replace general funds used to run senior centers

 5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: _____

 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: 2008 Chevrolet Equinox
 - 2) Location of Personal Property: Torrance County Admin Parking lot
 - 3) Photos Attached: hard copy digital emailed to: _____
 - 4) Torrance County ID Tag Number: N/A
 - 5) Year manufactured: 2008
 - 6) Make/Model: Chevrolet Equinox
 - 7) VIN/Serial Number: 2CNDL13F186059829
 - 8) License Number: G75492
 - 9) Mileage: 163200
 - 10) **Current** Resale or Market Value: <1,800
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

 6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)

 7. **ADDITIONAL REQUIREMENTS** for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)
- Department Head's Signature:  Date: 8-31-22



Home / What's My Car Worth / Category & Style / Options & Condition / LS Sport Utility 4D

Advertisement

My Car's Value 2008 Chevrolet Equinox LS Sport Utility 4D

near Estancia, NM 87016

Mileage: 163,200

Edit Options

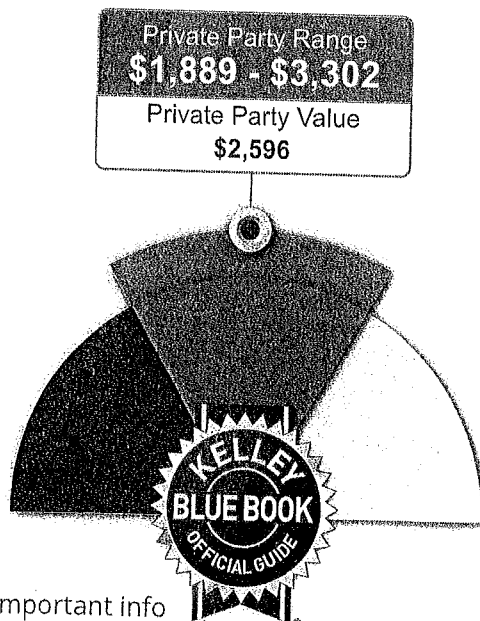
3.9 (830 Ratings) Write a review

Advertisement

1 Compare Your Values

Use these values to help make a confident decision on whether to sell, trade or donate your car.

Instant Cash Offer Trade-in **Private Party** Donate Your Car



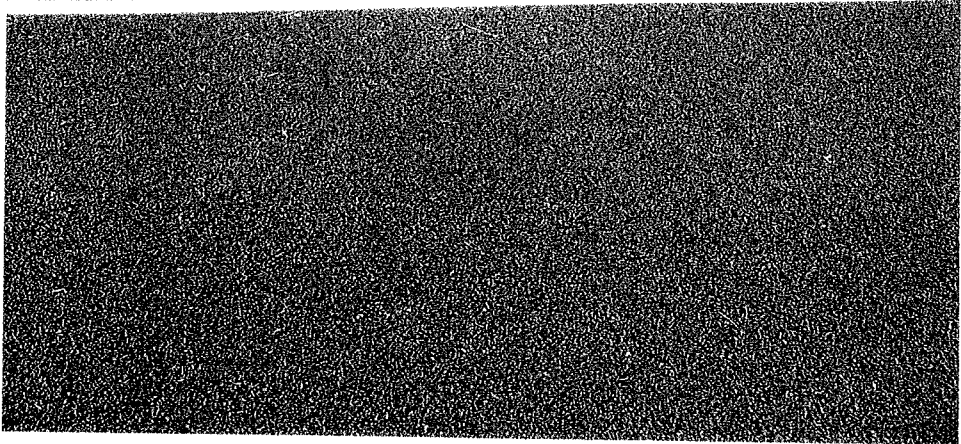
Important info & definitions

Condition:

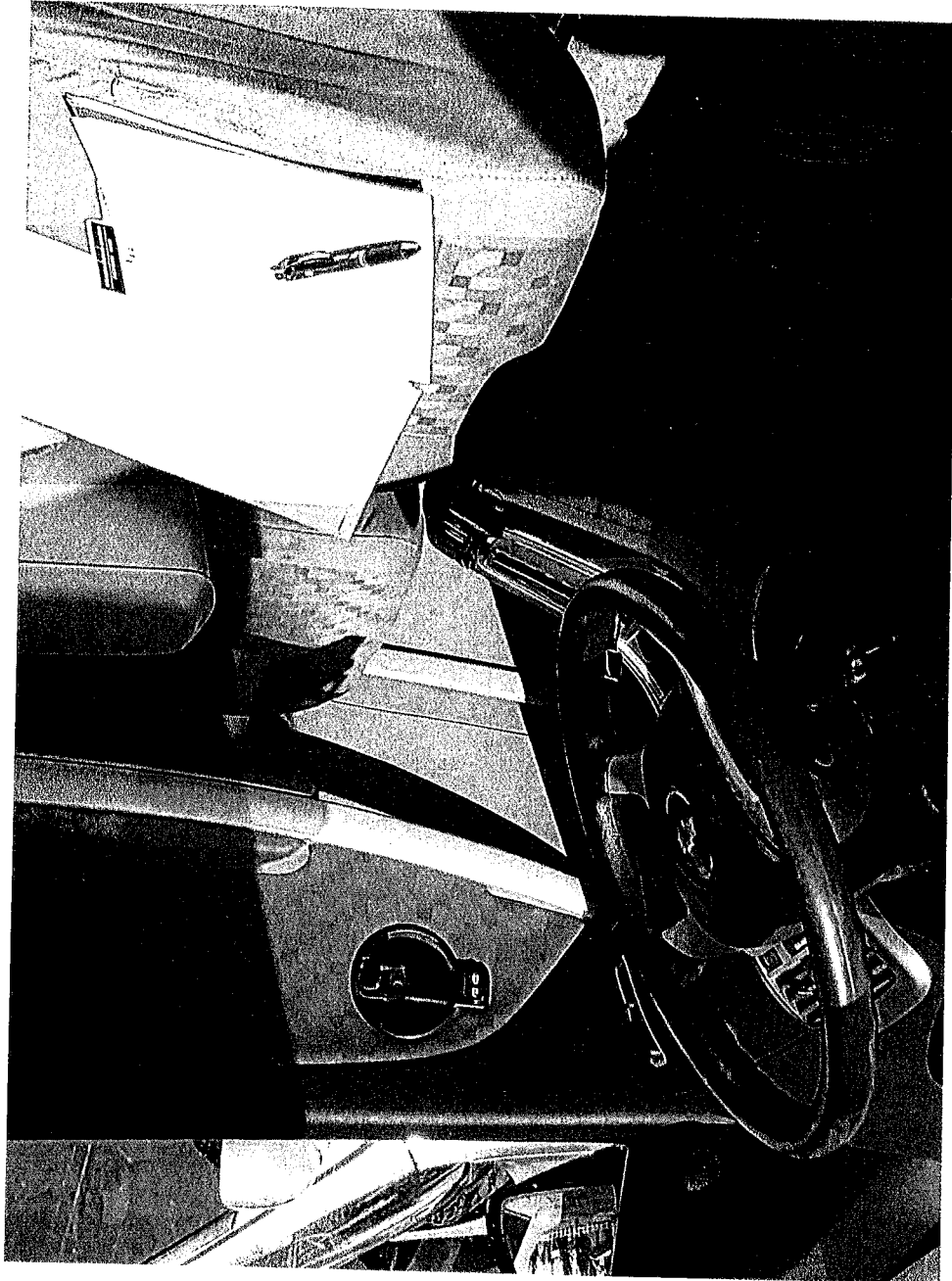
Fair

Ad

Popular Now











Torrance County Property Disposition Committee

Torrance County Resolution 2020-07

Date: 8-31-2020

Requesting Department: Sheriff

Property Subject of Request: 2009 Ford Crown Victoria

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	ju	
2	Photos, hard or digital copies, are attached for review.		
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: <u>js, J. Romo-Garcia</u>	SC	
4	Committee verified current resale or market value.	JB	
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	M/A	
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.	JD	

Committee Notes:

*Purchased they pay tax
Funds go into (420)*

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Considerations	Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____ _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

County Manager: _____ 

Operations Manager: _____ 

Finance Director: _____

To Be Completed by Manager/Finance

Property Disposition Approval/Checklist

4. Board of County Commissioners, by Resolution No. _____ Date: _____

5. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

	Action Required	Date Completed	Initials
1	County Manager or designee shall send to Department of Finance and Administration Local Government Division (LGD) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
2	County Manager or designee shall send to Office of State Auditor (OSA) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
3	<i>Wait thirty (30) days after notification to LGD and OSA.</i>		
4	Dispose of property in manner indicated by Disposal Resolution.		
5	Remove property from County's capital asset list if applicable. (Triadic)		
6	Remove property from asset tracking software if applicable. (WASP – Asset Cloud)		
7	Attach proof that County notified LGD and OSA.		

6. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Action Required	Date Completed	Initials
1	County Manager or designee shall submit request to the Department of Finance and Administration Local Government Division (LGD) for approval of property disposition, including a cover letter containing all applicable items found on Request for Approval of Property Disposition Checklist (see attached), along with a copy of Commission's signed Disposition Resolution.		
2	For REAL property, provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Upon receipt of LGD's approval, provide the LGD's approval letter to OSA, along with all materials the County provided LGD.		
4	If LGD exercises its authority, the REAL or tangible PERSONAL property shall be disposed by offering for sale or donation to a state agency, local public body, school district or state educational institution.		
5	For First Responder Vehicles, remove emergency equipment.		
6	For First Responder Vehicles disposed with emergency equipment, file justification for leaving on emergency equipment.		
7	If LGD approves the County's request, dispose of property in manner indicated by Disposal Resolution.		
8	Remove property from County's capital asset list. (Triadic)		
9	Remove property from asset tracking software. (WASP – Asset Cloud)		
10	Attach proof of LGD approval and of approval letter sent to OSA.		

7. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Action Required	Date Completed	Completed By
1	County Manager or designee shall submit request disposition packet to the State Board of Finance (BOF) for approval of property disposition, including cover letter, along with signed Disposition Resolution.		
2	Provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Complete request disposition packet must be submitted to the BOF within the established deadline prior to meeting. Contact the BOF at 505-827-4980 for specific requirements.		
4	Upon the County receiving the BOF's approval for disposition of property, dispose in manner indicated by Disposal Resolution or as amended by the BOF.		
5	Remove property from County's capital asset list. (Triadic)		
6	Remove property from asset tracking software. (WASP – Asset Cloud)		

8. Contact Numbers:

- A. Department of Finance Administration Local Government Division (LGD): 505-827-4950
- B. Office of the State Auditor (OSA): 505-476-3800
- C. State Board of Finance (BOF): 505-827-4980

Home / What's My Car Worth / Options & Condition / LX Sedan 4D

Advertisement

My Car's Value

2009 Ford Crown Victoria

LX Sedan 4D

near **Santa Fe, NM 87501**

Mileage: **200,000**

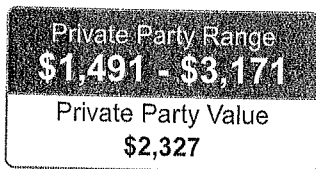
[Edit Options](#)

4.7 (393 Ratings) [Write a review](#)

1 Compare Your Values

Use these values to help make a confident decision on whether to sell, trade or donate your car.

[Instant Cash Offer](#) [Trade-in](#) **[Private Party](#)** [Donate Your Car](#)



Important info & definitions

Condition:

Fair

AP

Popular Now Best SUV Deals in April 2020



Torrance County Request for Approval of Property Disposition

Section 13-6, NMSA 1978
Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Marty Rivera
 - A. Department: Sheriff

2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: Auction, Sealed bid

3. Reason(s) for Disposal: Old, no longer needed, needs more work than worth

4. Recommended Use of Funds Generated by This Transaction: _____

5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: 2007 Crown Victoria

 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: 2007 Crown Victoria
 - 2) Location of Personal Property: Admin building parking lot
 - 3) Photos Attached: hard copy digital emailed to: _____
 - 4) Torrance County ID Tag Number: 194 Triadlc asset code
 - 5) Year manufactured: 2009
 - 6) Make/Model: Ford
 - 7) VIN/Serial Number: 2FAHP71V89X112597
 - 8) License Number: Removed
 - 9) Mileage: _____
 - 10) **Current** Resale or Market Value: <\$5,000
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)

7. ADDITIONAL REQUIREMENTS for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)

Department Head's Signature: Marty Rivera Date: 8/31/2020



Torrance County

Property Disposition Committee

Torrance County Resolution 2020-07

Date: 8-31-2020

Requesting Department: Sheriff

Property Subject of Request: 2007 Ford Crown Victoria

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	02	
2	Photos, hard or digital copies, are attached for review.		
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: <u>yes Jerome</u>	02	
4	Committee verified current resale or market value.	02	
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	N/A	
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.	02	

Committee Notes:

*Purchased through LEAF
Funds from sale go into (410)*

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

2. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

County Manager: _____

Operations Manager: _____

Finance Director: _____

To Be Completed by Manager/Finance

Property Disposition Approval/Checklist

4. Board of County Commissioners, by Resolution No. _____ Date: _____

5. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

	Action Required	Date Completed	Initials
1	County Manager or designee shall send to Department of Finance and Administration Local Government Division (LGD) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
2	County Manager or designee shall send to Office of State Auditor (OSA) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
3	<i>Wait thirty (30) days after notification to LGD and OSA.</i>		
4	Dispose of property in manner indicated by Disposal Resolution.		
5	Remove property from County's capital asset list if applicable. (Triadic)		
6	Remove property from asset tracking software if applicable. (WASP – Asset Cloud)		
7	Attach proof that County notified LGD and OSA.		

6. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Action Required	Date Completed	Initials
1	County Manager or designee shall submit request to the Department of Finance and Administration Local Government Division (LGD) for approval of property disposition, including a cover letter containing all applicable items found on Request for Approval of Property Disposition Checklist (see attached), along with a copy of Commission's signed Disposition Resolution.		
2	For REAL property, provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Upon receipt of LGD's approval, provide the LGD's approval letter to OSA, along with all materials the County provided LGD.		
4	If LGD exercises its authority, the REAL or tangible PERSONAL property shall be disposed by offering for sale or donation to a state agency, local public body, school district or state educational institution.		
5	For First Responder Vehicles, remove emergency equipment.		
6	For First Responder Vehicles disposed with emergency equipment, file justification for leaving on emergency equipment.		
7	If LGD approves the County's request, dispose of property in manner indicated by Disposal Resolution.		
8	Remove property from County's capital asset list. (Triadic)		
9	Remove property from asset tracking software. (WASP – Asset Cloud)		
10	Attach proof of LGD approval and of approval letter sent to OSA.		

7. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Action Required	Date Completed	Completed By
1	County Manager or designee shall submit request disposition packet to the State Board of Finance (BOF) for approval of property disposition, including cover letter, along with signed Disposition Resolution.		
2	Provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Complete request disposition packet must be submitted to the BOF within the established deadline prior to meeting. Contact the BOF at 505-827-4980 for specific requirements.		
4	Upon the County receiving the BOF's approval for disposition of property, dispose in manner indicated by Disposal Resolution or as amended by the BOF.		
5	Remove property from County's capital asset list. (Triadic)		
6	Remove property from asset tracking software. (WASP - Asset Cloud)		

8. Contact Numbers:

- A. Department of Finance Administration Local Government Division (LGD): 505-827-4950
- B. Office of the State Auditor (OSA): 505-476-3800
- C. State Board of Finance (BOF): 505-827-4980

Home / What's My Car Worth / Category & Style / Options & Condition / LX Sedan 4D

Advertisement

My Car's Value
**2007 Ford Crown Victoria
LX Sedan 4D**

near **Santa Fe, NM 87501**

Mileage: **200,000**

Edit Options

4.7 ★ (393 Ratings) Write a review



Recalls: **2 Recalls Found**



Next Service: **150,000 miles**



1 Compare Your Values

Use these values to help make a confident decision on whether to sell, trade or donate your car.

- Instant Cash Offer
- Trade-in
- Private Party**
- Donate Your Car



Torrance County

Request for Approval of Property Disposition

Section 13-6, NMSA 1978
Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Marty Rivera
 - A. Department: Sheriff

2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: Auction, Sealed bid

3. Reason(s) for Disposal: Old, no longer needed, needs more work than worth

4. Recommended Use of Funds Generated by This Transaction: _____

5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: 2007 Crown Victoria

 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: 2007 Crown Victoria
 - 2) Location of Personal Property: Admin building parking lot
 - 3) Photos Attached: hard copy digital emailed to: _____
 - 4) Torrance County ID Tag Number: 189 Triangle asset code
 - 5) Year manufactured: 2007
 - 6) Make/Model: Ford
 - 7) VIN/Serial Number: 2FAP71W57X150107
 - 8) License Number: Removed
 - 9) Mileage: _____
 - 10) **Current** Resale or Market Value: <\$5,000
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)

7. ADDITIONAL REQUIREMENTS for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)

Department Head's Signature: Marty Rivera Date: 8/31/2020



ⓘ Important info & definitions

Condition: Fair

Valid for ZIP Code **87501** through **08/31/2020**

4.7 ★ (393 Ratings)
Write a review

2 See How Others Price Your Car

Set a competitive price when you know what others are asking.

Search Cars for Sale Near You

3 Place an Ad

Reach serious car shoppers on both KBB.com and Autotrader.

Basic	Featured	Premium
\$25.00	\$50.00	\$90.00

Ad

Popular Now 10 Best Car Deals in April 202...



Torrance County

Property Disposition Committee

Torrance County Resolution 2020-07

Date: 8-31-2020

Requesting Department: Sheriff

Property Subject of Request: 2005 chevy Impala

Disposition Type:

1. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.	SD	
2	Photos, hard or digital copies, are attached for review.		
3	Committee member(s) physically verified identity and condition of tangible PERSONAL property. If yes, list person(s) who verified: <u>yes, Jeremy Oliver</u>	SD	
4	Committee verified current resale or market value.	SD	
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.	N/A	
6	If tangible PERSONAL property is a vehicle, Committee verified the County has the title.	N/A	

Committee Notes:

Purchased Through Jail Tax
Funds go into (420)

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

3. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

Considerations		Yes	No
1	Request for Approval of Property Disposition form is complete and signed by Department Head or Elected Official.		
2	Photos, hard or digital copies, are attached for review.		
3	If tangible PERSONAL property, Committee physically verified identity and condition of property. If yes, list person(s) who verified: _____		
4	If tangible PERSONAL property, committee verified current resale or market value.		
5	If tangible PERSONAL property was purchased through a grant, Committee verified disposal of this property is allowable.		
6	If tangible PERSONAL property is a vehicle or road equipment, Committee verified the County has the title or proof of ownership.		
7	If REAL property, committee verified the County owns the property.		
8	If REAL property, committee verified receipt of appraisal, completed by a NM certified appraiser.		

Committee Notes:

Property Disposition Committee's Recommendation:

- Dispose, as requested
- Do NOT dispose
- Dispose, as amended by Committee: _____

County Manager: 

Operations Manager: 

Finance Director: 

To Be Completed by Manager/Finance

Property Disposition Approval/Checklist

4. Board of County Commissioners, by Resolution No. _____ Date: _____

5. Tangible **PERSONAL** Property with Current Resale Value of \$5,000 or Less:

	Action Required	Date Completed	Initials
1	County Manager or designee shall send to Department of Finance and Administration Local Government Division (LGD) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
2	County Manager or designee shall send to Office of State Auditor (OSA) notification of property disposition, including cover letter stating all statutory requirements have been met, along with a copy of Commission's signed Disposition Resolution.		
3	<i>Wait thirty (30) days after notification to LGD and OSA.</i>		
4	Dispose of property in manner indicated by Disposal Resolution.		
5	Remove property from County's capital asset list if applicable. (Triadic)		
6	Remove property from asset tracking software if applicable. (WASP – Asset Cloud)		
7	Attach proof that County notified LGD and OSA.		

6. Tangible **PERSONAL** Property Valued over \$5,000 or **REAL** Property Valued over \$5,000 but No More than \$25,000:

	Action Required	Date Completed	Initials
1	County Manager or designee shall submit request to the Department of Finance and Administration Local Government Division (LGD) for approval of property disposition, including a cover letter containing all applicable items found on Request for Approval of Property Disposition Checklist (see attached), along with a copy of Commission's signed Disposition Resolution.		
2	For REAL property, provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Upon receipt of LGD's approval, provide the LGD's approval letter to OSA, along with all materials the County provided LGD.		
4	If LGD exercises its authority, the REAL or tangible PERSONAL property shall be disposed by offering for sale or donation to a state agency, local public body, school district or state educational institution.		
5	For First Responder Vehicles, remove emergency equipment.		
6	For First Responder Vehicles disposed with emergency equipment, file justification for leaving on emergency equipment.		
7	If LGD approves the County's request, dispose of property in manner indicated by Disposal Resolution.		
8	Remove property from County's capital asset list. (Triadic)		
9	Remove property from asset tracking software. (WASP – Asset Cloud)		
10	Attach proof of LGD approval and of approval letter sent to OSA.		

7. **REAL** Property with a Value Greater than \$25,000 or with a Lease Period of More than Five (5) Years:

	Action Required	Date Completed	Completed By
1	County Manager or designee shall submit request disposition packet to the State Board of Finance (BOF) for approval of property disposition, including cover letter, along with signed Disposition Resolution.		
2	Provide appraisal and copy of quitclaim deed. <i>WARRANTY DEEDS are not allowed.</i>		
3	Complete request disposition packet must be submitted to the BOF within the established deadline prior to meeting. Contact the BOF at 505-827-4980 for specific requirements.		
4	Upon the County receiving the BOF's approval for disposition of property, dispose in manner indicated by Disposal Resolution or as amended by the BOF.		
5	Remove property from County's capital asset list. (Triadic)		
6	Remove property from asset tracking software. (WASP – Asset Cloud)		

8. Contact Numbers:

- A. Department of Finance Administration Local Government Division (LGD): 505-827-4950
- B. Office of the State Auditor (OSA): 505-476-3800
- C. State Board of Finance (BOF): 505-827-4980

Home / What's My Car Worth / Category & Style / Options & Condition / SS Sedan 4D

Advertisement

My Car's Value **2005 Chevrolet Impala SS Sedan 4D**

near **Santa Fe, NM 87501**

Mileage: **200,000**

Edit Options

4.3 (1008 Ratings) [Write a review](#)

Advertisement



Recalls: **1 Recall Found**



Next Service: **150,000 miles**



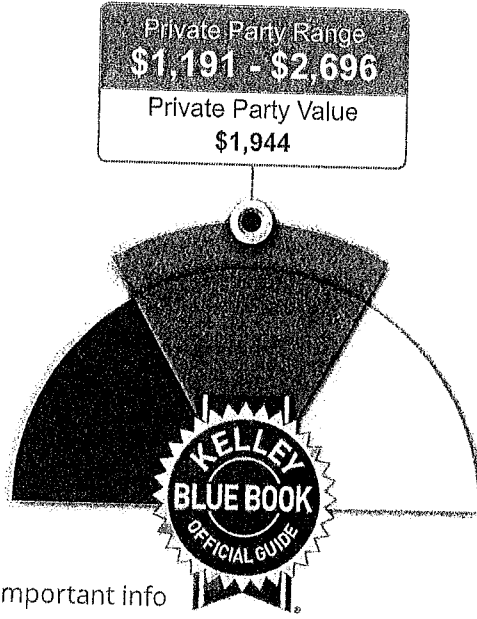
1 Compare Your Values

Use these values to help make a confident decision on whether to sell, trade or donate your car.

Instant Cash Offer Trade-in **Private Party** Donate Your Car

Ad

Popular Now Best SUV Deals in April 2020



ⓘ Important info & definitions

Condition: Fair

Valid for ZIP Code **87501** through **08/31/2020**

4.3 ★ (1008 Ratings)
Write a review

Advertisement

2 See How Others Price Your Car

Set a competitive price when you know what others are asking.

Search Cars for Sale Near You

3 Place an Ad

Reach serious car shoppers on both KBB.com and Autotrader.

Basic	Featured	Premium
\$25.00	\$50.00	\$90.00

Ad

Popular Now Best SUV Deals in April 2020



Torrance County

Request for Approval of Property Disposition

Section 13-6, NMSA 1978
Torrance County Resolution 2020-07

1. Department Head Requesting Disposition: Marty Rivera
 - A. Department: Sheriff

2. Type of Disposition:
 - A. **REAL** Property appraised at less than \$25,000
(If more than \$25,000, requires State Board of Finance approval.)
 Sale Exchange Donate

 - B. Tangible **PERSONAL** Property
 Sale Exchange Donate Other: Sealed Bid Auction

3. Reason(s) for Disposal: Old, No longer needed, repair cost more than vehicle's worth

4. Recommended Use of Funds Generated by This Transaction: _____

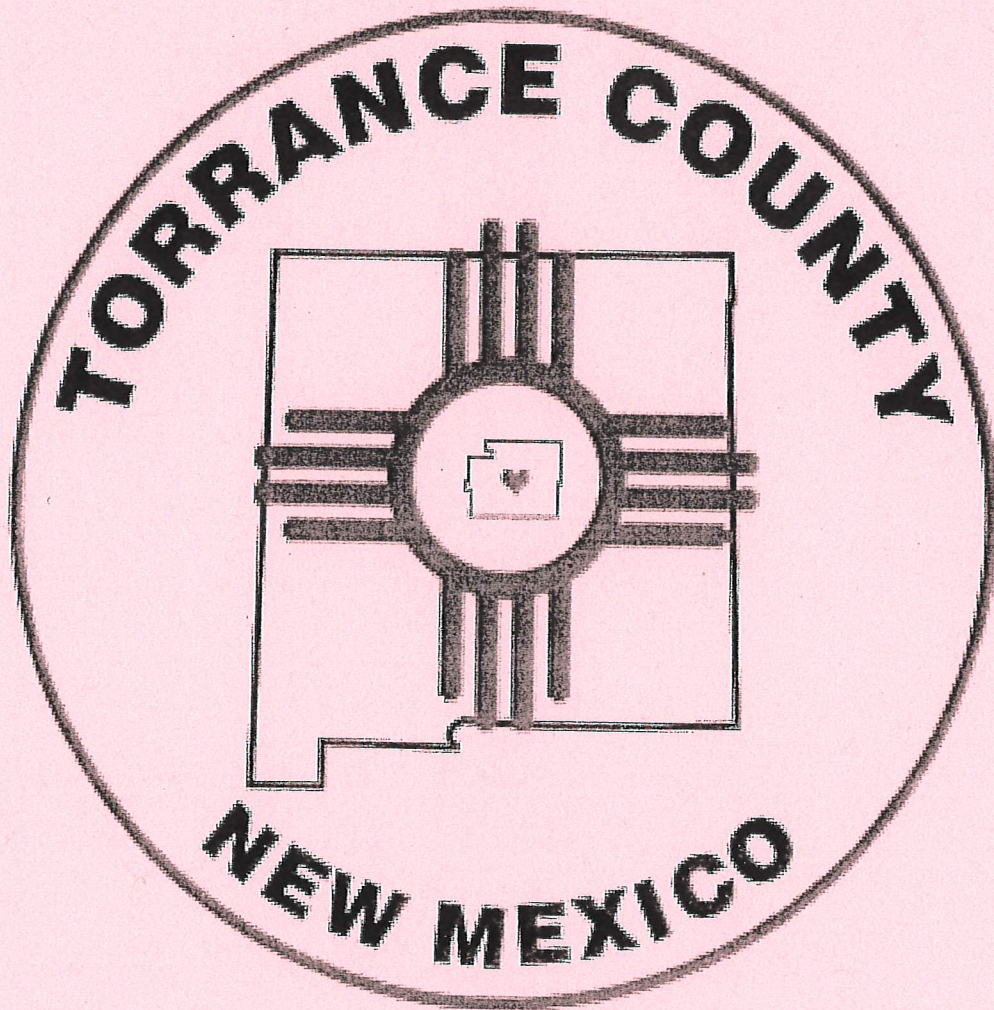
5. Details of Disposal:
 - A. **REAL** Property:
 - 1) Property name/identifier/address/legal description: 2005 Chevy Impala

 - B. Tangible **PERSONAL** Property: (If multiple, please attach list with complete details for each.)
 - 1) Property Name/Identifier: 2005 Chevy Impala
 - 2) Location of Personal Property: Admin Building parking lot
 - 3) Photos Attached: hard copy digital emailed to: _____
 - 4) Torrance County ID Tag Number: 204 Triadic asset tag
 - 5) Year manufactured: 2005
 - 6) Make/Model: Chevrolet
 - 7) VIN/Serial Number: 2G1WF65KX59374072
 - 8) License Number: removed
 - 9) Mileage: _____
 - 10) **Current** Resale or Market Value: <\$5,000
 - 11) Grant Purchase: Yes No (If yes, provide verification from granting agency, if allowable.)

6. First Responder Emergency Equipment to Be Removed: (If not removed, provide justification.)

7. ADDITIONAL REQUIREMENTS for **REAL** Property Disposition:
 - A. Appraisal (if current value exceeds \$5,000)
 - B. Copy of quitclaim deed (WARRANTY DEEDS are not allowed.)

Department Head's Signature: Marty Rivera Date: 8/31/2020



*Agenda Item
No. 11-C*

1
2 **TORRANCE COUNTY**
3 **BOARD OF COUNTY COMMISSONERS**
4 **RESOLUTION NO. R 2020-**

5 **CERTIFICATES OF TAX RATES ORDER**

6
7 **WHEREAS**, the Department of Finance and Administration of the State of New Mexico
8 has sent its Order Setting Property Tax Rates for Fiscal Year 2021 to the County of Torrance;
9 and

10 **WHEREAS**, the Board of County Commissioners of Torrance County is mandated by
11 NMSA 1978 § 7038-34 to issue its own written Order imposing tax rates in conformance with
12 amounts in the Order from the Department of Finance and Administration; and

13 **WHEREAS**, this written order must be issued within five days of the receipt of the Order
14 sent by the Department of Finance Administration; and

15 **WHEREAS**, the Torrance County Board of County Commissioners is acknowledging
16 receipt of imposed property tax rates pursuant to state law.

17 **IT IS HEREBY ORDERED** on this 9th day of September 2020, that the property tax
18 rates for Torrance County for the Fiscal Year 2021 conform with the Certificate of Tax Rates
19 transmitted with the Order from the Department of Finance and Administration for tax year
20 2020, and that a copy of this Order with the Certificate of Tax Rates, when received and verified
21 by the County Manager, be delivered immediately to the Torrance County Assessor.

22 **NOW THEREFORE**, be it resolved by the Board of County Commissioners, the
23 governing body of the County of Torrance, that this Order, having been duly heard is hereby
24 adopted.

25 **DONE THIS 9th DAY OF SEPTEMBER, 2020.**

26
27
28 **APPROVED AS TO FORM ONLY:**

BOARD OF COUNTY COMMISSIONERS

29
30
31 _____
County Attorney

Date

Ryan Schwebach, Chair

1
2
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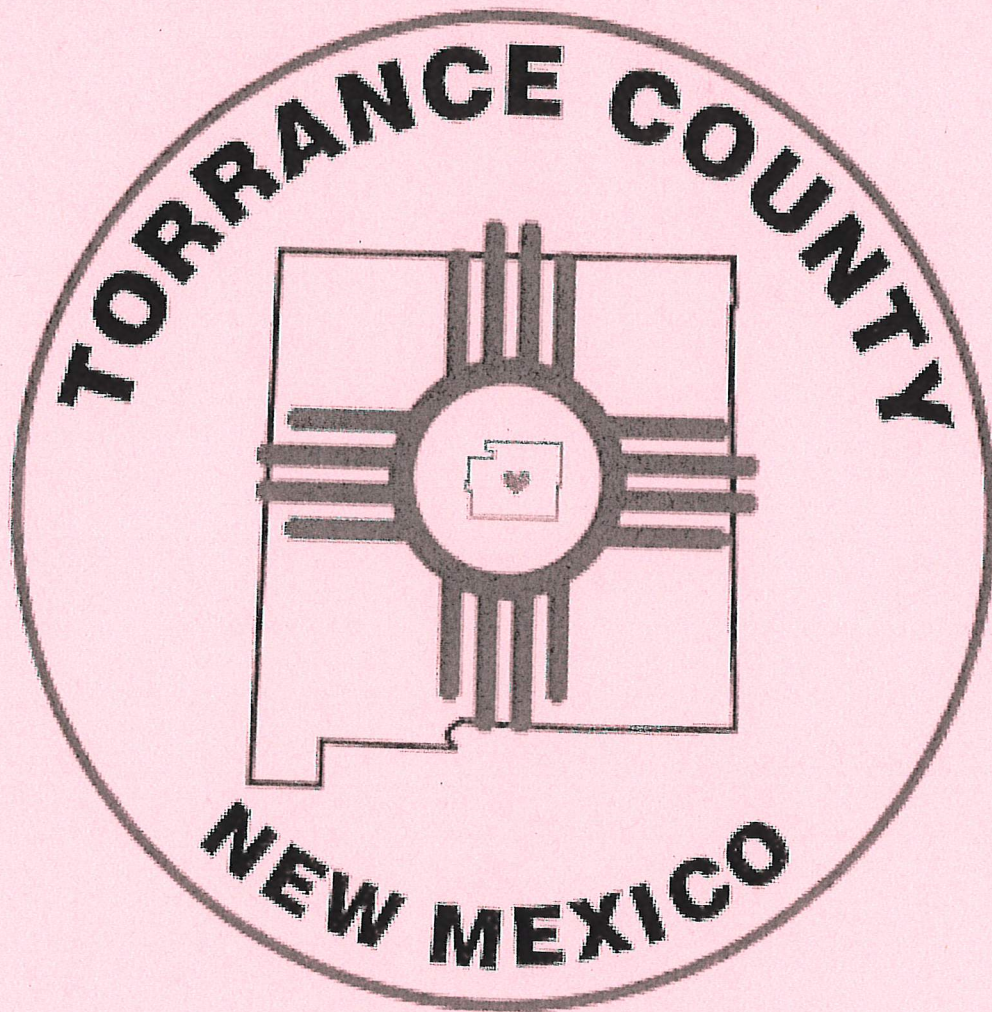
Javier Sanchez, Vice Chair

Kevin McCall, Member

ATTEST:

Linda Jaramillo, County Clerk

Date: _____



*Agenda Item
No. 11-D*

**TORRANCE COUNTY
BOARD OF COUNTY COMMISSONERS**

RESOLUTION NO. R 2020-

**A RESOLUTION ADOPTING THE FY 2022-2026 INFRASTRUCTURE CAPITAL
IMPROVEMENT PLAN (ICIP)**

WHEREAS, the County of Torrance recognizes that the financing of public capital projects has become a major concern in New Mexico and nationally; and

WHEREAS, in times of scarce resources, it is necessary to find new financing mechanisms and maximize the use of existing resources; and

WHEREAS, systematic capital improvements planning is an effective tool for communities to define their development needs, establish priorities and pursue concrete actions and strategies to achieve necessary project development; and

WHEREAS, this process contributes to local and regional efforts in project identification and selection in short and long range capital planning efforts.

NOW, THEREFORE, BE IT RESOLVED BY THE Torrance County Board of Commissioners that:

1. The county government has adopted the attached FY 2022-2026 Infrastructure Capital Improvement Plan, and
2. It is intended that the Plan be a working document and is the first of many steps toward improving rational, long-range capital planning and budgeting for New Mexico's infrastructure.
3. This Resolution supersedes Resolution No. R2019-48.

DONE THIS 9th DAY OF September, 2020.

ATTEST:

BOARD OF COUNTY COMMISSIONERS

Linda Jaramillo, County Clerk

Ryan Schwebach, Chair

Date: _____

Javier Sanchez, Co-Chair

Kevin McCall, Member

Infrastructure Capital Improvement Plan FY 2022-2026

ICIP for Torrance County

Contact: Janice Barela, Interim County Manager
PO Box 48
205 9th Street
Estancia, NM 87016

Telephone No.: (505) 544-4703
Email Address: jbarela@tcnm.us

County: Torrance

Entity Type: CO

Procurement Officer Name: Noah Sedillo
Telephone No.: (505) 544-4730
Email Address: njsedillo@tcnm.us

Financial Officer Name: Jeremy Oliver
Telephone No.: (505) 544-4720
Email Address: joliver@tcnm.us

Executive Order 2013-006 Compliance

Is your entity compliant with Executive Order 2013-006? Yes

Does your entity have an asset management plan and/or inventory listing of capital assets? Yes

Entity Planning: Process, Nature/Effect/Options/Recommendations of Trends

Process

Torrance County Department Heads and Elected Officials were invited to submit ICIP worksheets requesting new projects or updating projects listed on the FY2021-FY2025 ICIP. The Department Heads and Elected Officials met with the Torrance County Grants Manager to finalize the worksheets. The Grants Manager prepared a PowerPoint summarizing the projects. Citizens were allotted time to express their comments and concerns regarding the capital projects during a Public Hearing held Wednesday, August 12, 2020, during the regular meeting of the Board of County Commissioners (BOCC). A Notice of Public Hearing was published in The Independent on July 24 and August 7, 2020. The Hearing was also posted on the Torrance County website (<http://torrancecountynm.org>). During the hearing, the Grants Manager presented the PowerPoint summary, and the BOCC lead discussions regarding the projects. During the following regular meeting of the BOCC held August 26, 2020, the BOCC prioritized the projects. An ICIP list and worksheets were modified according to BOCC directions and presented to the BOCC during the regularly scheduled BOCC meeting held Wednesday, September 9, 2020. Following additional discussions held during this third meeting, the BOCC adopted the ICIP with Resolution 2020-??.

Goals

Torrance County has identified projects in this ICIP to improve the quality of life as well as the safety of our communities. Providing safe, reliable water grows in importance. The county lies in the Estancia Basin where ground water within a closed water system serves as the only source of fresh water. Capital outlay awarded in 2020 will start to address water system improvements for Duran and a new well for Torreon. A water system for Abo has been targeted as a new project. The newly formed ICIP Work Group, as part of their efforts, will identify additional water projects and develop them for inclusion in the ICIP. The County is invested in promoting economic development. The Southern Torrance County Economic Development Plan was completed in 2020 and a similar plan for northern Torrance County is in the works. The purpose of the 2020 plan is to create a vision for the economies of communities and guide efforts within those communities and by the County. The plan includes a section on the fair grounds that identifies goals to make the fairgrounds a community gathering place to celebrate our heritage, provide cutting-edge training facilities, and serve as a year-round destination for outdoor recreation and events. Funding awarded in 2020 will allow completion of short term goals and further plan development. New buildings, additions, and security are other priorities. Updated facilities will enhance the effectiveness of County services and solve safety concerns. McNabb and Riley roads have been deemed two of the most traveled county roads, and paving these two roads with asphalt would extend the life of the roads reducing maintenance costs and meeting weight requirements. Reliable, fully equipped transportation for our Sheriff Deputies continue as an ongoing concern. They must be able to trust that vehicles are in good running condition during patrols and everyday response to incidents and chase.

Factors/Trends Considered

Torrance County is the 19th largest county in New Mexico covering 3,346 square miles. The Road Department maintains 952 miles of dirt and chip-sealed roads. Torrance County has faced a down trend in population and economic growth causing a financial burden on the County. For the years 2016, 2017, and 2018, the average unemployment rate in Torrance County exceeded the national rate by 52 percent. The median household income over the last three years for Torrance County has been less than 80

Infrastructure Capital Improvement Plan FY 2022-2026

percent of the median household income in New Mexico for 2015, 2016, and 2017, according to U.S. Census data. Poverty in Torrance County is further illustrated by the number of SNAP recipients: 23 percent of the households in the County receive SNAP. The County is ranked with the seventh highest number of SNAP recipients compared to other New Mexico counties. Faced with statistics such as these, Torrance County is working to maximize resources by upgrading assets that in turn make us more efficient with our funds. Weather plays a major role in the county. Where consistent winds benefit the county attracting wind farm development, changing weather patterns such as increasing temperatures and decreasing precipitation threaten the county as water tables decrease. While capitalizing on wind farms to bolster revenue, Torrance County will move ahead with existing water system development projects and pursue additional projects to provide safe, reliable water to its residents. Meanwhile, Torrance County is working to improve our economy beginning by assessing our economic challenges and strengths by developing economic development strategies to meet the different needs of our communities and regions. The County also recognizes project planning, prioritization, and funding analysis must occur continually. Therefore, the County has created an ICIP Work Group that will meet at least monthly to monitor existing projects, identify new projects, and coordinate funding strategies.

Infrastructure Capital Improvement Plan FY 2022-2026

Torrance County Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2022	2023	2024	2025	2026	Total Project Cost	Amount Not Yet Funded	Phases?
26827	2022	001	County Fair Ground Improvements	Facilities - Other	155,000	808,000	4,125,000	893,200	1,250,000	150,000	7,381,200	7,226,200	Yes
20624	2022	002	New County Government Offices	Facilities - Administrative Facilities	170,800	0	10,000,000	250,000	0	0	10,420,800	10,250,000	Yes
36621	2022	003	Riley Road Improvements	Transportation - Highways/Roads/Bridges	0	1,900,000	0	0	0	0	1,900,000	1,900,000	No
14072	2022	004	County Road Improvements	Transportation - Highways/Roads/Bridges	50,000	1,000,000	0	0	0	0	1,050,000	1,000,000	No
26803	2022	005	Road Department Equipment	Equipment - Other	158,000	150,000	100,000	100,000	0	0	508,000	350,000	Yes
25657	2022	006	4x4 Sheriff Patrol Vehicles	Vehicles - Public Safety Vehicle	185,000	164,453	164,453	164,453	164,453	164,453	1,007,265	822,265	Yes
37623	2022	007	Security System for 911 Dispatch Center	Facilities - Administrative Facilities	0	75,500	0	0	0	0	75,500	75,500	No
36646	2022	008	Security Fencing / Target Hardening	Facilities - Other	26,857	38,500	40,000	40,000	0	0	145,357	118,500	Yes
36651	2022	009	Restoration and Preservation of Historical Records	Other - Other	0	60,000	75,000	26,000	0	0	161,000	161,000	No
28448	2022	010	Duran Water System Improvements	Water - Water Supply	120,000	1,500,000	0	0	0	0	1,620,000	1,500,000	No
35056	2022	011	Animal Shelter Expansion	Facilities - Administrative Facilities	0	71,500	0	0	0	0	71,500	71,500	No
37624	2022	012	Abo Water System Development	Water - Water Supply	0	0	0	0	0	0	0	0	No
37625	2022	013	Emergency Management Facility and Shelter	Facilities - Other	100,000	380,000	0	0	0	0	480,000	380,000	Yes
36698	2023	001	Mescalero Reservoir Dam Mitigation	Water - Storm/Surface Water Control	0	0	28,600	0	0	0	28,600	28,600	Yes

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10565	2023	002	Volunteer Fire Dept Equipment	Facilities - Fire Facilities	0	0	200,000	125,000	125,000	125,000	575,000	575,000	Yes
18517	2023	003	New Type 4 Urban Interface Apparatus	Vehicles - Public Safety Vehicle	0	0	200,000	0	0	0	200,000	200,000	No
14143	2023	004	Road Vehicles	Equipment - Other	0	0	120,000	120,000	120,000	120,000	480,000	480,000	Yes
10012	2023	005	Emergency Services Infrastructure	Facilities - Other	0	0	55,000	0	0	0	55,000	55,000	No
18519	2023	006	Water System Upgrade	Water - Water Supply	0	0	132,000	0	0	0	132,000	132,000	No
26830	2023	007	Purchase and Equip Medical Response Vehicles	Equipment - Public Safety Equipment	0	225,000	0	0	0	0	225,000	225,000	No

Number of projects: 20

Funded to date:	965,657	Year 1:	6,372,953	Year 2:	15,240,053	Year 3:	1,718,653	Year 4:	1,659,453	Year 5:	559,453	Total Project Cost:	26,516,220	Total Not Yet Funded:	25,550,564
Grand Totals															

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 001 **Priority:** High **ID:**26827
Project Title: County Fair Ground Improvements
Contact Name: Marcie Wallin **Class:** Renovate/Repair **Type/Subtype:** Facilities - Other
Total project cost: 7,381,200 **Contact Phone:** 505-573-2341 **Contact E-mail:** marciewallin@aol.com
Project Location: 715 South 10th Street Estancia NM 87016 **Proposed project start date:** April 2019 **Longitude:** -106.06349
Legislative Language: to plan, design, construct, furnish, and equip improvements to county fairgrounds in the Town of Estancia, New Mexico, in Torrance County
Scope of Work: The vision for the fairgrounds includes replacement of the exhibit hall with a new multi-purpose facility, new and renovated barns, renovated rodeo arena, and improved landscaping intended to attract more exhibitors and spectators to the fair and foster statewide, year-round use. Developments will be designed to provide education, recreation, special events, and emergency preparedness. The landscaping design needs to encourage daily use by incorporating a walking path with exercise stations and community-participation gardens demonstrating low-water use irrigation systems while maintaining security of barns and other structures. In addition, the design should unify the fairgrounds with Lake Arthur Park and other community amenities. Planning has been initiated. The fairgrounds was included in a special section of the Southern Torrance County Economic Development Plan 2020. The plan was completed with funding from the New Mexico Finance Authority. The section summarizes the vision, goals, and use program of the fair. It also provides an overview of vegetation, recreation, education, interpretation buildings, and key facilities, parking, and circulation. State funding awarded in 2020 will allow completion of short-term improvements and development of a comprehensive plan. Torrance County is negotiating purchase of fairground land from the Town of Estancia. Torrance County owns and maintains the buildings and arena on the fairgrounds.

Secured and Potential Funding Budget:			
State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.			
Please complete table below with all secured and potential funding sources.			
Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured
CAP	150,000	Yes	150,000
NMFA	5,000	Yes	5,000
GOB	7,226,200	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
TOTALS	7,381,200		155,000

Amt Expended to Date: 0
 Date(s) Received: announced
 Comment: 4/25/2019 in economic development plan

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Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	Yes	0	0	0	0	0	0
Easements and Rights of Way	Yes	0	0	0	0	0	0
Acquisition	Yes	0	0	0	0	0	0
Archaeological Studies	Yes	0	0	0	0	0	0
Environmental Studies	Yes	0	0	0	0	0	0
Planning	No	5,000	0	0	0	0	5,000
Design (Engr./Arch.)	No	90,000	0	0	0	0	90,000
Construction	No	0	3,750,000	812,000	1,250,000	150,000	6,697,000
Furnishing/Equipment	No	60,000	73,000	375,000	81,200	0	589,200
TOTALS		155,000	4,125,000	893,200	1,250,000	150,000	7,381,200
		Amount Not Yet Funded	7,226,200				

PHASING BUDGET

Can this project be phased? Yes
 Phasing: Stand Alone: No Multi-Phased: Yes
 A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.
 A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.
 If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	150,000	No	Yes	No	Yes	No	8
2	808,500	No	No	No	Yes	No	12

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3	4,125,000	No	No	Yes	Yes	No	12
4	2,293,200	No	No	Yes	Yes	No	12
5	0	No	No	No	No	No	0
TOTAL	7,376,700						

Has your local government/agency budgeted for operating expenses for the project when it is completed?							Yes
If no, please explain why:							
ANNUAL OPERATING BUDGET							
Annual Operating Expenses plus Debt Service	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL	
Annual Operating Revenues	19,200	19,200	19,200	19,200	19,200	96,000	
	0	0	0	0	0	0	

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:

New facilities will be more energy efficient. Renovated facilities will also increase revenue.

Lease/operating agreement in place?	Fiscal Agent:		Own:		Operate:		Own Land:		Own Asset:		Maintain:	
	Torrance County	Torrance County	Torrance County and Town of Estancia	Torrance County	Torrance County	Torrance County	Town of Estancia	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
Yes		No					Yes		No		No	

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself?

Yes

If yes, please list the other entity. Town of Estancia

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

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Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. County Fairgrounds are located within the boundaries of the Town of Estancia. The local economy benefits from events held at the fairgrounds.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project.

The project will benefit all citizens of Torrance County (population 15,595) plus New Mexico organizations that may rent the facilities to hold events.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 002 **Priority:** High **ID:**20624
Project Title: New County Government Offices
Contact Name: Nick Sedillo **Class:** New **Type/Subtype:** Facilities - Administrative Facilities
Total project cost: 10,420,800 **Contact Phone:** 505 544-4310 **Contact E-mail:** nsedillo@tcnm.us
Project Location: 32 Alan Ayers Road Estancia NM 87016 **Proposed project start date:** 2010 **Longitude:** -106.039389
Legislative Language: to plan, design, construct, equip, and furnish new county administrative offices in the Town of Estancia, New Mexico, in Torrance county
Scope of Work: Plan and design new County Government Office to consolidate offices in one building. To date, the County established a committee composed of elected officials and department heads who were able to meet their primary objective of locating and purchasing a parcel of land on which to build the building. Archeological and environmental studies were completed as part of the purchase agreement for the property. An architect completed a needs assessment as a donation to the County. State funds awarded in 2020 will be used to complete the next step, which is to hire an architect to complete further planning and design the office building. The new building will replace the current administration building built in 1966. The design of the new building should incorporate green building practices and be energy efficient, while providing a more comfort and security to employees and customers. The new build needs to be designed to reduce maintenance costs. The new office facility will be designed to consolidate offices from multiple outlying buildings and increase storage for daily and historical records.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSEA), Colonia's Infrastructure Board (CIB), etc.
 Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	45,800	Yes	45,800	45,800	2010	purchased land
LFUNDS	90,000	Yes	90,000	90,000	2009	planning
OTHER	0	Yes	0	0	8/2015	needs assessment donated
CAP	75,000	Yes	75,000	0	announced	design
GOB	10,250,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	10,460,800		210,800	135,800		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

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	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	Yes	45,800	0	0	0	0	45,800
Archaeological Studies	No	0	0	0	0	0	0
Environmental Studies	No	0	0	0	0	0	0
Planning	No	50,000	0	0	0	0	50,000
Design (Engr./Arch.)	No	75,000	0	0	0	0	75,000
Construction	No	0	10,000,000	0	0	0	10,000,000
Furnishing/Equipment	No	0	0	250,000	0	0	250,000
TOTALS		170,800	0	10,000,000	250,000	0	10,420,800
		Amount Not Yet Funded		10,250,000			

PHASING BUDGET

Can this project be phased? Yes

Phasing: Stand Alone: No Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	75,000	No	Yes	No	No	No	6
2	10,000,000	No	No	Yes	No	No	18
3	250,000	No	No	No	Yes	No	6
4	0	No	No	No	No	No	0

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5	0	No	No	No	No	0
TOTAL	10,325,000					0

	Has your local government/agency budgeted for operating expenses for the project when it is completed?					
If no, please explain why:	Yes					
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	87,520	87,520	87,520	87,520	87,520	437,600
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings: New buildings require less expensive maintenance. Modern standards will lower utility costs.

Entities who will assume the following responsibilities for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Lease/operating agreement in place?	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
	No	No	No	No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. More efficient working environment will benefit all businesses and government agencies.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. New facilities will be more appealing to potential business.

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- (g) Does the project benefit all citizens within a recognized region, district or political subdivision?
If yes, please explain and provide the number of people that will benefit from the project. Yes
The project will benefit all citizens of Torrance County (population 15,591) plus business and other government agencies.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. Yes
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.) Numerous violations and safety issues have been cited for the current Administration Building.

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 003 **Priority:** High **ID:** 36621
Project Title: Riley Road Improvements **Type/Subtype:** Transportation - Highways/Roads/Bridges
Contact Name: Leonard Lujan **Contact Phone:** 505 544-4667 **Contact E-mail:** leonard@icim.us
Total project cost: 1,900,000 **Proposed project start date:** July 2021
Project Location: Riley Road between State Highways 55 and 542 Estancia NM 87016 **Latitude:** 34.712992 **Longitude:** -106.201524
Legislative Language: to plan, pave (construct), and equip with signage Riley Road between state highways 55 and 542 for Torrance county, New Mexico
Scope of Work: Torrance County plans to repair and pave Riley Road from the intersection of State Highway 55 to the intersection of State Highway 542. The renovation of Riley Road, which is currently chip-sealed, requires 3-inches of asphalt paving for a 6-mile stretch, 20-foot wide. The chip-sealed surface will provide a solid base. The road has been previously re-claimed and re-chipped; however, vehicles that exceed the weight limit frequently use the road causing new damage. Weight limit signs have been vandalized and torn down and all signage needs to be replaced. Asphalt paving will increase the weight limit to accommodate semi-trucks and improve the longevity. The project will be completed as a stand-alone project. Since the roadway is an existing roadway, it does not require engineering or planning. Traffic control is planned for the duration of the project which is anticipated to take 16 work days barring weather delays. No maintenance costs are expected during the first five years following project completion. This project was submitted to the Mid-Region Council of Governments (MRCOG) for inclusion on the Rural Transportation Improvement Program (RTIPR).

Secured and Potential Funding Budget:							
State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.							
Please complete table below with all secured and potential funding sources.							
Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured				
			Amt Expended to Date				
			Date(s) Received				
			Comment				
GOB	1,900,000	No	0				
	0	No	0				
	0	No	0				
	0	No	0				
	0	No	0				
	0	No	0				
	0	No	0				
	0	No	0				
	0	No	0				
	0	No	0				
TOTALS	1,900,000		0				

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Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0
Construction	No	0	1,900,000	0	0	0	1,900,000
Furnishing/Equipment	N/A	0	0	0	0	0	0
TOTALS		0	1,900,000	0	0	0	1,900,000
Amount Not Yet Funded			1,900,000				

PHASING BUDGET

Can this project be phased? No Stand Alone: Yes Multi-Phased: No

Phasing: Stand Alone: Yes Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phase approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0

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3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	0						0

Has your local government/agency budgeted for operating expenses for the project when it is completed?								No
If no, please explain why: No maintenance costs during first 5 years.								
ANNUAL OPERATING BUDGET								
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0	0	
Annual Operating Revenues	0	0	0	0	0	0	0	

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings
Entities who will assume the following responsibilities for this project:

No maintenance costs are anticipated during the first five years following project completion.

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
	No	No	No	No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Riley Road is frequently used by residents of the land grants, Mountainair, Estancia, as well as local residents. It connects two state highways. Semi-trucks hauling supplies for local bus

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

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- Please explain. Torrance County will follow policies and procedures that comply with New Mexico procurement code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
- If yes, please explain. Semi-trucks hauling supplies for local businesses utilize Riley Road. The Torrance County Road Department also uses the road to access suppliers.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
- If yes, please explain and provide the number of people that will benefit from the project. 2000+ local residents plus emergency personnel and road crew.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No
- If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 004 **Priority:** Medium **ID:**14072
Project Title: County Road Improvements **Class:** Renovate/Repair **Type/Subtype:** Transportation - Highways/Roads/Bridges
Contact Name: Leonard Lujan **Contact Phone:** 505 544-4667 **Contact E-mail:** leonard@tcnm.us
Total project cost: 1,050,000 **Proposed project start date:** October 2020
Project Location: McNabb Road between State Highway 41 and Lexco County Road Moriarty **Latitude:** 34.96741 **Longitude:** -106.050920
 NM 87035

Legislative Language: to plan, pave (construct), and equip with signage McNabb Road between State Highway 41 and Lexco Road near the city of Moriarty, New Mexico, in Torrance county
Scope of Work: McNabb Road is one of the most heavily traveled roads in Torrance County serving as primary access to State Highway 41 for more than 2000 people which results in a large amount of damage. McNabb Road is currently chip-sealed but requires frequent repairs. The chip-sealed surface of the road will provide a solid base. The project plans to pave McNabb Road with three to four inches of asphalt, minimizing repairs and extending the life of the road. Paving will occur along a 4-mile stretch from State Highway 41 to Lexco Road. Since the roadway is an existing roadway, it does not require engineering or planning. Torrance County was award \$50,000 of State funds in 2020 that will be used to repair potholes preparing the current surface as a proper base for asphalt. The remainder of the paving is planned as a stand-alone project. No maintenance is anticipated for the first five years following project completion. This project was submitted to the Mid-Region Council of Governments (MRCOG) for inclusion on the Rural Transportation Improvement Program (RTIPR).

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For?	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
GOB	1,000,000	Yes	50,000	0	announced	base preparation
GOB	1,000,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	2,000,000		50,000	0		

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Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				2026 Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0
Construction	No	50,000	1,000,000	0	0	0	1,050,000
Furnishing/Equipment	N/A	0	0	0	0	0	0
TOTALS		50,000	1,000,000	0	0	0	1,050,000
Amount Not Yet Funded		1,000,000					

PHASING BUDGET

Can this project be phased? No
 Phasing: Stand Alone: Yes Multi-Phased: No
 A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.
 A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.
 If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	1
2	0	No	No	No	No	No	1

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3	0	No	No	No	No	No	1
4	0	No	No	No	No	No	1
5	0	No	No	No	No	No	1
TOTAL	0						

Has your local government/agency budgeted for operating expenses for the project when it is completed?							Yes
If no, please explain why: No maintenance costs first five years.							
ANNUAL OPERATING BUDGET							
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0	0

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings: No maintenance costs are anticipated during the first five years following project completion.

Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
No	No	No	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. McNabb Road via Lexco Road connects State Highway 66 and State Highway 41.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico procurement code.

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- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy?
If yes, please explain. The project will provide better access to places of employment. Yes
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision?
If yes, please explain and provide the number of people that will benefit from the project. Yes
2000+ local residents plus emergency personnel and waste transfer station customers. No
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP Capital Project Description

Year/Rank 2022 005 **Priority:** Medium **ID:** 26803
Project Title: Road Department Equipment **Class:** New **Type/Subtype:** Equipment - Other
Contact Name: Leonard Lujan **Contact Phone:** 505 544-4667 **Contact E-mail:** leonardl@icmm.us
Total project cost: 508,000 **Proposed project start date:** October 2020
Project Location: 205 South Ninth Street Estancia NM 87016 **Latitude:** 34.678432 **Longitude:** -106.062370
Legislative Language: to purchase and equip road department equipment to include a skid steer, double steel roller, backhoe, and loader for road work for the department located in the town of Estancia, New Mexico in Torrance county

Scope of Work: The Torrance County Road Department has determine purchasing a skid steer and double steel roller are priorities. In subsequent years, the Department needs to purchase a new backhoe and loader. Previously, Torrance County had also requested a zipper, but was able to purchase that equipment with local funds. In 2020, Torrance County was awarded 50,000 from the State and will couple the money with County funds to buy the skid steer. The next County priority is the double steel roller. Torrance County does not own a steel roller needed to provide a more uniform, compact, and durable road surface minimizing the frequency of repairs. State Pricing Agreements will be used when possible, otherwise IFBs will be issued.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.
 Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
LFUNDS	100,000	Yes	100,000	100,000		purchase zipper
CAP	50,000	Yes	50,000	0	2020	buy skid steer
LFUNDS	8,000	Yes	8,000	0	2020	buy skid steer
CAP	350,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	508,000		158,000	100,000		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

 Estimated Costs Not Yet Funded

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	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0	0
Furnishing/Equipment	No	158,000	150,000	100,000	100,000	0	0	508,000
TOTALS		158,000	150,000	100,000	100,000	0	0	508,000
		Amount Not Yet Funded						
								350,000

PHASING BUDGET

Can this project be phased? Yes

Stand Alone: No Multi-Phased: Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
2	100,000	No	No	No	Yes	No	4
3	100,000	No	No	No	Yes	No	4
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0

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TOTAL	350,000
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Has your local government/agency budgeted for operating expenses for the project when it is completed? If no, please explain why: No New equipment not yet purchased.	
ANNUAL OPERATING BUDGET	
Annual Operating Expenses plus Debt Service	YEAR 1 YEAR 2 YEAR 3 YEAR 4 YEAR 5 TOTAL 0 0 0 0 0 0
Annual Operating Revenues	YEAR 1 YEAR 2 YEAR 3 YEAR 4 YEAR 5 TOTAL 0 0 0 0 0 0

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:
 Newer equipment will cost less for annual routine maintenance, and will be more fuel efficient.

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Lease/operating agreement in place?	Torrance County	Torrance County	Torrance County	n/a	Torrance County	Torrance County
	No	No	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. Torrance County Road Department assists municipalities with their roads. Better maintained dirt road crossing county lines aids surrounding counties.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico procurement code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
 If yes, please explain. Better maintained roads attracts additional traffic and economic development.

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- (g) Does the project benefit all citizens within a recognized region, district or political subdivision?
If yes, please explain and provide the number of people that will benefit from the project. Yes
All citizens of Torrance County, population 15,595, and neighboring counties benefit.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 006	Priority: Medium		ID: 25657
Project Title: 4x4 Sheriff Patrol Vehicles	Class: Replace Existing	Type/Subtype: Vehicles - Public Safety Vehicle	
Contact Name: Marty Rivera	Contact Phone: 505 544-4902	Contact E-mail: mrivera@tcnm.us	
Total project cost: 1,007,265	Proposed project start date: ongoing	Longitude: -106.055846	
Project Location: 903 Fifth Main St Building A Estancia NM 87016	Latitude: 34.77281		
Legislative Language: to purchase and equip 4x4 sheriff patrol vehicles for Torrance County, New Mexico			
Scope of Work: Torrance County will purchase two Chevy Tahoees and one Silverado each year to maintain the Sheriff Department fleet. The County has a diverse terrain and encompasses 3,346 square miles, and the Sheriff Department is small. Four-by-four vehicles are required to navigate the diverse terrain patrolled by the department. Due to the necessity of traveling over rough roads and terrain, patrol vehicles suffer a large amount of wear and tear. Due to the size of the County, high mileage is quickly attained. Regular purchases of vehicles are required to maintain the fleet. The County will utilize Statewide Pricing Agreements to purchase and equip the vehicles. Torrance County purchased two Tahoees with previously awarded state funds. In FY 2021, the department will use additional state awarded funds, and will apply for U.S. Department of Agriculture funding to supplement purchase costs. Torrance County is eligible for a maximum of 15 percent from the USDA.			

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMEA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
FGRANT	13,500	No	0	0		USDA 15% FY20
CAP	90,000	Yes	90,000	0	2019	
CAP	95,000	Yes	0	0		announced
CAP	822,265	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	1,020,765		90,000	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

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	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0
Furnishing/Equipment	No	185,000	164,453	164,453	164,453	164,453	1,007,265
TOTALS		185,000	164,453	164,453	164,453	164,453	1,007,265
Amount Not Yet Funded			822,265				

PHASING BUDGET

Can this project be phased? Yes
 Stand Alone: No Multi-Phased: Yes
 A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.
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Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	164,453	No	No	No	Yes	No	6
2	164,453	No	No	No	Yes	No	6
3	164,453	No	No	No	Yes	No	6
4	164,453	No	No	No	Yes	No	6

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5		No	No	Yes	No	6
TOTAL		164,453	822,265			

Has your local government/agency budgeted for operating expenses for the project when it is completed? Yes						
If no, please explain why: Based on fleet annual budget.						
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	55,000	55,000	55,000	55,000	55,000	275,000
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings

By replacing older vehicles, the County will save money on less frequent repairs. Fuel efficiency continues to improve with newer vehicles.

Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	n/a	Torrance County	Torrance County
	No	No	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. More efficient vehicles helps us aid municipalities in the County, NM State Police, the U.S. Marshals Office and the Forest Service.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
 Please explain. Torrance County will follow policies and procurement that comply with State Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

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If yes, please explain. More efficient law enforcement helps draw new businesses.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 007 **Priority:** Medium **ID:**37623
Project Title: Security System for 911 Dispatch Center **Type/Subtype:** Facilities - Administrative Facilities
Contact Name: Ben Daugherty **Contact Phone:** 505-384-2705 **Contact E-mail:** bdaugherty@torrancecounty911.com
Total project cost: 75,500 **Proposed project start date:** July 2021 **Longitude:** 106.05086
Project Location: 753 Salt Missions Trail McIntosh NM 87032 **Latitude:** 34.92564
Legislative Language: to plan, design, purchase and install/construct, and equip new building security and entry control systems for the Torrance County 911 Dispatch Center, in McIntosh, New Mexico, in Torrance County

Scope of Work: Torrance County will plan, design and equip the 911 Regional Dispatch Center with an upgraded security system to increase security for 911 personnel and the dispatch building. The dispatch center is located in rural Torrance County. The building includes seven exterior doors and 10 windows. Doors and windows are not visible to dispatch personnel while manning their consoles. Key personnel will define expectations and deliverables. The system will require modification to the physical structure and installation of new computer hardware and software and electronic security devices. Physical security modifications needed include installation of window grills and replacement of an existing window with a cashier type window. Door security will be improved using a combination of access control systems including hardwired, WiFi, and PoE access. Interior and exterior video security will need to incorporate panoramic cameras, dome cameras, fisheye cameras, and a video intercom. Purchasing and configuring a color badge printer and badge enrollment reader is planned as part of the project. Torrance County will follow procurement code to contract with a vendor to provide equipment and install the new system.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For?		Amount Secured	Amt Expended to Date	Date(s) Received	Comment
		Yes	No				
CAP	75,500		No	0	0		
	0		No	0	0		
	0		No	0	0		
	0		No	0	0		
	0		No	0	0		
	0		No	0	0		
	0		No	0	0		
	0		No	0	0		
	0		No	0	0		
TOTALS	75,500			0	0		

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Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0
Construction	N/A	0	5,500	0	0	0	5,500
Furnishing/Equipment	N/A	0	70,000	0	0	0	70,000
TOTALS		0	75,500	0	0	0	75,500
		Amount Not Yet Funded	75,500				

PHASING BUDGET

Can this project be phased? No

Phasing: Stand Alone: Yes Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

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If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0

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3		0	No	No	No	No	No	0
4		0	No	No	No	No	No	0
5		0	No	No	No	No	No	0
TOTAL		0						0

Has your local government/agency budgeted for operating expenses for the project when it is completed?								No
If no, please explain why: Bid includes five years of service								
ANNUAL OPERATING BUDGET								
Annual Operating Expenses plus Debt Service	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL		
Annual Operating Revenues	0	0	0	0	0	0	0	

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
	No	No	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? No
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. Benefits fire and police departments for Torrance County, Moriarty, Estancia, and Mountainair.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.

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- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy?
If yes, please explain. No
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision?
If yes, please explain and provide the number of people that will benefit from the project. Yes
All residents of Torrance County and travelers through the county benefit (15,595 plus). No
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert.
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.) No

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ICIP Capital Project Description

Year/Rank 2022 008 **Priority:** Medium **ID:** 36646
Project Title: Security Fencing / Target Hardening **Class:** New **Type/Subtype:** Facilities - Other
Contact Name: Nick Sedillo **Contact Phone:** 505 544-4310 **Contact E-mail:** nsedillo@tcnm.us
Total project cost: 145,357 **Proposed project start date:** May 2020 **Longitude:** -106.056008
Project Location: 903 Fifth Main Street Buildings A and B, 753 Salt Missions Trail, and 205 Estancia NM 87016

Legislative Language: to plan, design, and construct security fencing around the Torrance County judicial/sheriff complex, fire administration, regional 911 dispatch center, and county administration fleet. Facilities in Estancia and McIntosh, New Mexico, in Torrance County
Scope of Work: Security fencing is planned for the Torrance County Judicial/Sheriff Complex, Fire Administration, Regional 911 Dispatch Center, and County Administration Fleet. Preliminary sketches have been completed, but the County will determine specific requirements for each facility and solidify property lines during planning and design. The Judicial/Sheriff Complex and Fire Administration are located off State Highway 41 south of Estancia in a highly traveled area and share a common entrance from the highway. A medical clinic shares the site and entrance. Fencing around the Judicial/Sheriff Complex was constructed with County funds. The County will fund a second phase of the Judicial/Sheriff fence constructing an inner divider. Perimeter fencing is planned for the Fire Administration building and parking lot to protect emergency personnel, emergency vehicles, and a secondary Emergency Operations Center (EOC). Fencing at the Regional 911 Dispatch Center will enclose the front parking lot and the backyard. An electronic gate will provide safe access to the parking lot. The building also houses the primary EOC. Security fencing is planned to protect the vehicle fleet kept at the Torrance County Administration Building. Fencing at each facility will include minimum 6-foot-high galvanized chain link fence with a 2-inch, 9-gauge mesh. Plans include 1 5/8-inch top posts, 2-inch line posts, and 2 7/8-inch terminal posts. Pedestrian gates will be 4-foot wide with a transom. Double swing gates are planned for vehicle access. Pricing is based off current estimates. The next three phases are 1) Fire Admin, 2) Vehicle Fleet, and 3) Dispatch.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
FGRANT	100,000	Yes	0	0		
LFUNDS	26,857	Yes	26,857	268,570	May 2020	application denied judicial/sheriff
CAP	118,500	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		

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	0	No	0	0	0
TOTALS	245,357		26,857	268,570	

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded					2026 Total Project Cost
			2022	2023	2024	2025	2026	
Water Rights	N/A	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	0
Construction	N/A	26,857	38,500	40,000	40,000	0	0	145,357
Furnishing/Equipment	N/A	0	0	0	0	0	0	0
TOTALS		26,857	38,500	40,000	40,000	0	0	145,357
		Amount Not Yet Funded	118,500					

PHASING BUDGET

Can this project be phased? Yes Stand Alone: No Multi-Phased: Yes

Phasing:

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete

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1	38,500	No	No	Yes	No	No	No	4
2	40,000	No	No	Yes	No	No	No	4
3	40,000	No	No	Yes	No	No	No	4
4	0	No	No	No	No	No	No	0
5	0	No	No	No	No	No	No	0
TOTAL	118,500							

Has your local government/agency budgeted for operating expenses for the project when it is completed?								No
If no, please explain why: Minimal expenses for fencing expected.								
ANNUAL OPERATING BUDGET								
Annual Operating Expenses plus Debt Service	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL		
Annual Operating Revenues	2,900	4,000	6,000	6,000	6,000	24,000	0	
	0	0	0	0	0	0	0	

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
	No	No	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

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- If yes, please list the other entity. The Sheriff Department and Dispatch work with ICE and the U.S. Marshal Office.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No
- Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No
- If yes, please explain. Making County vehicles more secure is less cost for public funds. Yes
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? The project will benefit all citizens of Torrance County (population 15,595). No
- If yes, please explain and provide the number of people that will benefit from the project.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert.
- If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP Capital Project Description

Year/Rank	2022 009	Priority:	Medium				ID:36651
Project Title:	Restoration and Preservation of Historical Records	Class:	New	Type/Subtype:	Other - Other		
Contact Name:	Cheryl Allen	Contact Phone:	505 544-4309	Contact E-mail:	callen@tcnm.us		
Total project cost:	161,000	Proposed project start date:	July 2021	Longitude:	-106.063507		
Project Location:	205 South Ninth Street Estancia NM 87016	Latitude:	34.759545				
Legislative Language:	to restore, preserve, and digitize historical records in the offices of the county clerk, treasurer, and assessor in the Town of Estancia, New Mexico, in Torrance County						
Scope of Work:	Torrance County plans to restore, preserve, and digitize deteriorating historical records in the offices of the county clerk, treasurer, and assessor. These offices maintain records back to 1910. Records prior to 1910 were destroyed in a fire. The In the clerk's office, the County will have six books fully restored. During the process the books will be digitized and repaired. The books will be returned with protective sleeve covers applied to each page. Partial restoration is required for 94 books. Partial restoration includes digitization and application of protective sleeves. Back-ups for these older records do not exist. The records are frequently used by constituents of the county and people who live outside the county for genealogical and legal research. The goal for all three offices is to archive critical records on a permanent storage medium that will ensure proper back up and disaster recovery processes. The archiving procedure will provide administrative personnel with the ability to access the records with relative ease and will eliminate the current back log situation.						

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMEFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
SGRANT	8,500	No	0	0		
CAP	152,500	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	161,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

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	Completed	Funded to Date	Estimated Costs Not Yet Funded				2026	Total Project Cost
			2022	2023	2024	2025		
Water Rights	N/A	0	0	0	0	0	0	
Easements and Rights of Way	N/A	0	0	0	0	0	0	
Acquisition	N/A	0	0	0	0	0	0	
Archaeological Studies	N/A	0	0	0	0	0	0	
Environmental Studies	N/A	0	0	0	0	0	0	
Planning	N/A	0	0	0	0	0	0	
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	
Construction	N/A	0	0	0	0	0	0	
Furnishing/Equipment	N/A	0	60,000	75,000	26,000	0	161,000	
TOTALS		0	60,000	75,000	26,000	0	161,000	
		Amount Not Yet Funded						
			161,000					

PHASING BUDGET

Can this project be phased? No

Stand Alone: No Multi-Phased: Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	60,000	No	No	No	Yes	No	6
2	75,000	No	No	No	Yes	No	6
3	26,000	No	No	No	Yes	No	6
4	0	No	No	No	No	No	0

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5	0	No	No	No	No	0
TOTAL						

Has your local government/agency budgeted for operating expenses for the project when it is completed?						
If no, please explain why: No expenses expected following project completion.						No
ANNUAL OPERATING BUDGET						
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Lease/operating agreement in place?	Torrance County No	Torrance County No	Torrance County No	Torrance County No	Torrance County No	Torrance County No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. As population grows in the county more people will handle the books. Also, people from outside the county use the books for genealogical and legal research.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

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If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision?
If yes, please explain and provide the number of people that will benefit from the project.

Yes

All citizens of Torrance County (population 15,595) plus and undetermined number of out-of-county residents who may use the records for genealogical research and legal will benefit.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert.

No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank	2022 010	Priority:	Medium		ID:28448
Project Title:	Duran Water System Improvements	Class:	Replace Existing	Type/Subtype:	Water - Water Supply
Contact Name:	Janice Barela	Contact Phone:	505-544-4703	Contact E-mail:	jbarela@tcnm.us
Total project cost:	1,620,000	Proposed project start date:	December 2020	Longitude:	-105.393525
Project Location:	19 Vidal Duran NM 87019	Latitude:	34.465917		
Legislative Language:	to plan, design, construct, and equip water system improvements for Village of Duran, New Mexico, in Torrance County				
Scope of Work:	The deteriorating water system in Duran needs to be replaced to ensure residents in Duran, NM, have access to potable water. Currently, the water is supplied by Vaughn, NM, through an 11.2-mile-long, 2.5-inch PVC pipe that feeds two storage tanks that total 80,000 gallons. One of the tanks was recently repaired by Vaughn. The pipe from the Vaughn system steps down from a 6-inch metal pipe to the 2.5-inch thin-walled PVC pipe. A small water storage tank that is used by the fire department is the only water storage facility in Duran. The main storage tanks are located on a hill north of town. The first step to improve the system is to increase the water storage capability by purchasing and installing a 200,000 gallon water supply tank, but the whole system needs to be re-engineered and replaced. Funds awarded in 2020 will be used to hire an engineering firm to plan, design, and guide next efforts including preparing the site for and installing a storage tank in Duran.				

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFAL), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSEA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For?	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	260,000	No	150,000	0		
GOB	1,500,000	No	0	0		announced
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS			1,500,000	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

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	Completed	Funded to Date	Estimated Costs Not Yet Funded					Total Project Cost
			2022	2023	2024	2025	2026	
Water Rights	Yes	0	0	0	0	0	0	
Easements and Rights of Way	Yes	0	0	0	0	0	0	
Acquisition	Yes	0	0	0	0	0	0	
Archaeological Studies	Yes	0	0	0	0	0	0	
Environmental Studies	Yes	0	0	0	0	0	0	
Planning	N/A	0	0	0	0	0	0	
Design (Engr./Arch.)	No	10,000	0	0	0	0	10,000	
Construction	No	30,000	1,500,000	0	0	0	1,530,000	
Furnishing/Equipment	N/A	80,000	0	0	0	0	80,000	
TOTALS		120,000	1,500,000	0	0	0	1,620,000	
Amount Not Yet Funded		1,500,000						

PHASING BUDGET

Can this project be phased? No

Phasing: Stand Alone: Yes Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

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If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	260,000	Yes	Yes	Yes	No	No	12
2	1,240,000	No	No	Yes	No	No	12
3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0

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5	0	No	No	No	No	No	0
TOTAL							

Has your local government/agency budgeted for operating expenses for the project when it is completed?							
If no, please explain why: Will be handled by the City of Vaughn							No
ANNUAL OPERATING BUDGET							
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Town of Duran	Town of Duran	City of Vaughn	City of Vaughn
	No	No	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. Vaughn, NM, would benefit because more water would be available to the town.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
 If yes, please explain. The project is supported by Torrance County, the City of Vaughn and the Town of Duran. Better water supply could enhance growth to the village.

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- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
- If yes, please explain and provide the number of people that will benefit from the project. There are 60 citizens in the Town of Duran that this will directly benefit.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No
- If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 011 **Priority:** Low **ID:**35056
Project Title: Animal Shelter Expansion **Class:** New **Type/Subtype:** Facilities - Administrative Facilities
Contact Name: Cindi Sullivan **Contact Phone:** 505-384-4037 **Contact E-mail:** csullivan@tcum.us
Total project cost: 71,500 **Proposed project start date:** September 2021
Project Location: 751 Salt Missions Trail McIntosh NM 87035 **Latitude:** 34.831013 **Longitude:** -106.0525
Legislative Language: to plan, design, construct, equip, and furnish an expansion to include room for cats in the animal shelter located in McIntosh, NM, in Torrance County
Scope of Work: Animal shelters are required to house dogs and cats in separate areas. Torrance County Animal Shelter is currently housing cats in a small break room with no ventilation except for a window, when weather permits, and only has room for two cat tiers. The shelter does not accept owner surrenders due to the lack of space, but responds to emergencies and facilitates transfers. A cat room will require running water for sanitization, an isolation area, and multilevel cages to separate a hide box, litter box, and food. Torrance County is in the final stages of purchasing land using County funds that will allow the expansion of the animal shelter.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For?		Amount Secured	Amt Expended to Date	Date(s) Received	Comment
		Yes	No				
CAP	71,500	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
TOTALS	71,500			0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Completed	Funded to Date	Estimated Costs Not Yet Funded			Total Project Cost
		2022	2023	2024	

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Water Rights	N/A	0	0	0	0	0	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	No	0	16,000	0	0	0	0	0	0	0	0	0	16,000
Construction	No	0	50,000	0	0	0	0	0	0	0	0	0	50,000
Furnishing/Equipment	No	0	5,500	0	0	0	0	0	0	0	0	0	5,500
TOTALS		0	71,500	0	0	0	0	0	0	0	0	0	71,500
Amount Not Yet Funded												71,500	

PHASING BUDGET

Can this project be phased? No Stand Alone: Yes Multi-Phased: No
 Phasing: Stand Alone: Yes Multi-Phased: No
 A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.
 A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.
 If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0
3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	0	No	No	No	No	No	0

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Has your local government/agency budgeted for operating expenses for the project when it is completed?													Yes											
If no, please explain why: Project not funded.																								
ANNUAL OPERATING BUDGET																								
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:

Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
No	No	No	No	No	No

Lease/operating agreement in place?

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. Torrance County Animal Control aids municipalities in the County.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No
 If yes, please explain.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
 If yes, please explain and provide the number of people that will benefit from the project. All citizens of Torrance County, population 15,595.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

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unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP Capital Project Description

Year/Rank 2022 012 **Priority:** Low **ID:** 37624
Project Title: Abo Water System Development **Type/Subtype:** Water - Water Supply
Contact Name: Janice Barela **Class:** New **Contact Phone:** 505-544-4703 **Contact E-mail:** jbarela@iccnm.us
Total project cost: 0 **Proposed project start date:** TBD **Longitude:**
Project Location: TBD Abo NM 87016 **Latitude:**
Legislative Language: to plan, design, construct, and equip water system for Abo, New Mexico, in Torrance County.
Scope of Work: Well

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment			
							Estimated Costs Not Yet Funded		
				2022	2023	2024	2025	2026	Total Project Cost
	0	No	0	0					0
	0	No	0	0					0
	0	No	0	0					0
	0	No	0	0					0
	0	No	0	0					0
	0	No	0	0					0
	0	No	0	0					0
	0	No	0	0					0
	0	No	0	0					0
TOTALS	0		0	0					0

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0

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Acquisition	N/A	0	0	0	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0	0	0	0
Furnishing/Equipment	N/A	0	0	0	0	0	0	0	0	0
TOTALS		0	0	0	0	0	0	0	0	0
Amount Not Yet Funded		0								

PHASING BUDGET

Can this project be phased? No
 Phasing: Stand Alone: No Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0
3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	0						0

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Has your local government/agency budgeted for operating expenses for the project when it is completed?	No
If no, please explain why:	
ANNUAL OPERATING BUDGET	
Annual Operating Expenses plus Debt Service	YEAR 1 YEAR 2 YEAR 3 YEAR 4 YEAR 5 TOTAL
Annual Operating Revenues	0 0 0 0 0 0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings
Entities who will assume the following responsibilities for this project:

Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
No	No	No	No	No	No

Lease/operating agreement in place?

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? No
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No
- (d) Regionalism - Does the project directly benefit an entity other than itself? No
If yes, please list the other entity.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No
Please explain. Torrance County will follow policies and procedures that comply with State Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No
If yes, please explain.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? No
If yes, please explain and provide the number of people that will benefit from the project.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

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unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP Capital Project Description

Year/Rank 2022 013 **Priority:** Low **ID:**37625
Project Title: Emergency Management Facility and Shelter
Contact Name: Matt Propp **Class:** New **Type/Subtype:** Facilities - Other
Total project cost: 480,000 **Contact Phone:** 505-544-4727 **Contact E-mail:** oem@icim.us
Project Location: TBD Moriarty NM 87035 **Proposed project start date:** ongoing **Longitude:** -106.0491893
Legislative Language: to plan, design, construct or remodel, furnish, and equip a new Office of Emergency Management facility, including a training room, emergency operations center, emergency shelter, and storage in City of Moriarty, New Mexico, in Torrance County

Scope of Work: Plan, design, and construct or remodel a new Office of Emergency Management facility, to include an Emergency Operations Center, training room, emergency shelter, and storage facility. In the planning stages, Torrance County will determine if an older building can be purchased and remodeled or a new build is required. The ideal building is envisioned at 6000 sq. ft, consisting of a 60x40 pre-engineered metal building with a cultured stone/EIFS finish on exposed exterior areas, and a constructed attached office, training room and emergency operations center (which could consist of the same space as the training room). The facility will serve the Estancia Public Health District that includes Torrance County and its communities, Edgewood, and part of Santa Fe County; therefore, locating the facility in Moriarty is desired. The location will also provide centralized access to the region and easy access for people impacted by closures of I-40. A winter storm can force as many as 200-300 people to find shelter in Moriarty and multiple venues need to be opened. The facility will also be designed as non-congregate shelter. Storage is planned to allow the award-winning CERT team to consolidate its equipment into one location improving the teams' response times. Phase 1 will include planning and designing the facility and acquiring land or an existing building to remodel. This phase will include required studies, easements, site development, and exterior construction/remodel. Phase 1 will take 3-6 months. Phase 2 consists of interior construction or remodel (offices and training room/EOC). This phase will take 6 months. Phase 3 will include the purchase of furnishings and equipment. The project will be designed by a registered professional engineer and construction services procured through a sealed bid process. \$100,000 in local funds has already been approved, and the Emergency Manager is searching for a suitable property. FEMA funds may be available for the project, but an application has not yet been submitted.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.
 Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received		Comment
					2020	2021	
LFUNDS	100,000	Yes	100,000	0			aquisition
FGRANT	0	No	0	0			FEMA
GOB	380,000	No	0	0			
	0	No	0	0			
	0	No	0	0			
	0	No	0	0			
	0	No	0	0			
	0	No	0	0			

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	0	No	0	Estimated Costs Not Yet Funded					Total Project Cost
				2022	2023	2024	2025	2026	
TOTALS	480,000		0	100,000	0	0	0	0	0
Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.									
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost	
Water Rights	N/A	0	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0	0
Acquisition	No	100,000	0	0	0	0	0	100,000	
Archaeological Studies	N/A	0	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	No	0	20,000	0	0	0	0	0	20,000
Construction	No	0	310,000	0	0	0	0	0	310,000
Furnishing/Equipment	No	0	50,000	0	0	0	0	0	50,000
TOTALS		100,000	380,000	0	0	0	0	0	480,000
			Amount Not Yet Funded		380,000				

PHASING BUDGET

Can this project be phased? Yes Stand Alone: No Multi-Phased: Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund. If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete

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1		Yes	No	Yes	No	Yes	No	6
2	120,000	No	Yes	No	No	No	No	9
3	310,000	No	No	No	Yes	No	No	3
4	50,000	0	No	No	No	No	No	0
5	0	No	No	No	No	No	No	0
TOTAL	480,000							0

Has your local government/agency budgeted for operating expenses for the project when it is completed?								No
If no, please explain why: Acquisition in process, no history on maintenance								
ANNUAL OPERATING BUDGET								
Annual Operating Expenses plus Debt Service		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL	
		0	0	0	0	0	0	
Annual Operating Revenues		0	0	0	0	0	0	

Does the project lower operating costs? Yes

If yes, please explain and provide estimates of operating savings

Torrance County currently utilizes three separate facilities to accomplish the functions that this one building could accomplish.

Entities who will assume the following responsibilities for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
Lease/operating agreement in place?	No	Yes	No	No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

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- (d) **Regionalism - Does the project directly benefit an entity other than itself?**
If yes, please list the other entity. Yes
The training room, EOC, and shelter will benefit Torrance County, the municipalities within the county, travelers in the region, and will be available to other agencies in the east mountain area.
- (e) **Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget?**
Please explain. Yes
Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) **Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy?**
If yes, please explain. Yes
Improved and consolidate emergency management services could enhance retention and attraction of new residents and businesses.
- (g) **Does the project benefit all citizens within a recognized region, district or political subdivision?**
If yes, please explain and provide the number of people that will benefit from the project. Yes
The facility will benefit Torrance County residents (15,595), travelers in the region, and other agencies in the east mountain area.
- (h) **Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert.**
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.) No

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ICIP Capital Project Description

Year/Rank	2023 001	Priority:	High	ID:36698
Project Title:	Mescalero Reservoir Dam Mitigation	Class:	New	Type/Subtype: Water - Storm/Surface Water Control
Contact Name:	Steve Guetschow	Contact Phone:	505 544-4391	Contact E-mail: sguetschow@tcnm.us
Total project cost:	28,600	Proposed project start date:	August 2022	Longitude: -106.121157
Project Location:	393 Lexco Road Moriarty NM 87035	Latitude:	34.977216	
Legislative Language:	to plan, design, and reconstruct Mescalero Reservoir Dam near City of Moriarty, New Mexico, in Torrance county			
Scope of Work:	To plan, design, and reduce storage capacity of the Mescalero Reservoir for NM OSE, Dam Safety Bureau compliance and replace the outlet works for compliance with OSE water rights regulations. The dam is located on Lexco Road, Moriarty, NM, Torrance County. Using drone mounted surveying equipment, collect elevation data to complete an engineered upstream analysis of the drainage to determine peak storm water discharge rates at cross sectional locations upstream and a dam location for multiple types of events including 100-year and 500-year (1% and .5% chance per annum). Develop a plan for a) reducing the dam height to the pre-subdivision development condition and use the material to backfill the core trench; and b) repairing/installing drain tube(s) for 96 hour controlled drainage that won't adversely affect downstream properties. The project requires services from a NM licensed Surveyor and Engineer for data collection, study analysis, plan development, and post construction certifications. Construction services will be completed by the County Road Department.			

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFAL), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSEA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
NMED	28,600	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	28,600		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

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	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	6,600	0	0	0	6,600
Planning	N/A	0	7,700	0	0	0	7,700
Design (Engr./Arch.)	N/A	0	3,300	0	0	0	3,300
Construction	N/A	0	11,000	0	0	0	11,000
Furnishing/Equipment	N/A	0	0	0	0	0	0
TOTALS		0	28,600	0	0	0	28,600
Amount Not Yet Funded			28,600				

PHASING BUDGET

Can this project be phased? Yes Stand Alone: No Multi-Phased: Yes

Phasing: Stand Alone: No Multi-Phased: Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	16,000	Yes	Yes	No	No	Yes	6
2	10,000	No	No	Yes	No	No	6
3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0

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5	0	No	No	No	No	0
TOTAL						

Has your local government/agency budgeted for operating expenses for the project when it is completed?						
If no, please explain why: <input type="checkbox"/> Current maintenance						<input checked="" type="checkbox"/> Yes
ANNUAL OPERATING BUDGET						
Annual Operating Expenses plus Debt Service	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Revenues	1,000	1,000	1,000	1,000	1,000	5,000
	0	0	0	0	0	0

Does the project lower operating costs?

Yes

Regulations require routine control of rodents and weeds/brush. Reduction height removes requirement, area to be maintained.

Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
	No	No	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No
- (d) Regionalism - Does the project directly benefit an entity other than itself? No
If yes, please list the other entity.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? No
Please explain. Torrance County will follow policies and procedures that comply with State Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

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If yes, please explain. Provides increased protection to properties downstream.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? No

If yes, please explain and provide the number of people that will benefit from the project. Provides increased protection to properties downstream.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP Capital Project Description

Year/Rank 2023 002 **Priority:** High **ID:**10565
Project Title: Volunteer Fire Dept Equipment
Contact Name: Lester Gary **Class:** Replace Existing **Type/Subtype:** Facilities - Fire Facilities
Total project cost: 575,000 **Contact Phone:** 505 544-4401 **Contact E-mail:** lgary@tcnm.us
Project Location: Torrance County All Cities NM **Proposed project start date:** September 2022
Legislative Language: to purchase and equip the volunteer fire department with updated fire equipment for Torrance County, New Mexico **Latitude:** 34.678432 **Longitude:** -105.969988
Scope of Work: Torrance County will purchase new equipment to replace and update equipment on existing fire trucks including self-contained breathing apparatus (SCBA) masks, bottles, and packs; and automated external defibrillators (AEDs). Torrance County will utilize Statewide Pricing Agreements and cooperative purchasing agreements.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.
 Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	575,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	575,000		0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded			Total Project Cost
			2022	2023	2024	
Water Rights	N/A	0	0	0	0	0

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Easements and Rights of Way	N/A	0	0	0	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0	0	0	0
Furnishing/Equipment	No	0	0	200,000	125,000	125,000	125,000	125,000	125,000	575,000
TOTALS		0	0	200,000	125,000	125,000	125,000	125,000	125,000	575,000
Amount Not Yet Funded										575,000

PHASING BUDGET

Can this project be phased? Yes Stand Alone: No Multi-Phased: Yes

Phasing: Stand Alone: No Multi-Phased: Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	200,000	No	No	No	Yes	No	12
2	125,000	No	No	No	Yes	No	12
3	125,000	No	No	No	Yes	No	12
4	125,000	No	No	No	Yes	No	12
5	0	No	No	No	No	No	0
TOTAL	575,000						

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Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes						
If no, please explain why: Maintenance based on current budget.							
ANNUAL OPERATING BUDGET		YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service		13,935	13,935	13,935	13,935	13,935	69,675
Annual Operating Revenues		0	0	0	0	0	0

Does the project lower operating costs?

Yes

Newer equipment will reduce maintenance costs.

**If yes, please explain and provide estimates of operating savings
Entities who will assume the following responsibilities for this project:**

Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
No	No	No	No	No	No

Lease/operating agreement in place?

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself?

Yes

Torrance County has formal Mutual and Automatic Aid with Bernalillo County, Moriarty, Estancia, Mountaintair, Encino, and Corona. It has a spoken agreement with Santa Fe County.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget?

Yes

Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy?

No

If yes, please explain.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision?

Yes

This project will benefit all citizens of Torrance County (population 15,591) and

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neighboring counties.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. Yes

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP Capital Project Description

Year/Rank 2023 003 **Priority:** High **ID:** 18517
Project Title: New Type 4 Urban Interface Apparatus **Class:** New **Type/Subtype:** Vehicles - Public Safety Vehicle
Contact Name: Lester Gary **Contact Phone:** 505 544-4401 **Contact E-mail:** lgary@tcomm.us
Total project cost: 200,000 **Proposed project start date:** September 2022
Project Location: 205 9th Street Estancia NM 87016 **Latitude:** 34.759545 **Longitude:** -106.063507
Legislative Language: to purchase and equip new type 4 urban interface apparatus for the fire department of Torrance county, New Mexico
Scope of Work: To purchase and equip a new type 4 wildland/interface apparatus. A Wildland truck is required as conventional trucks are unable to navigate the rural roads and terrains. The Wildland interface can navigate mountain and rural roads. Statewide Price Agreements will be utilized.

Secured and Potential Funding Budget:			
State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.			
Please complete table below with all secured and potential funding sources.			
Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured
CAP	200,000	Yes	0
	0	Yes	0
	0	Yes	0
	0	Yes	0
	0	Yes	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
TOTALS	200,000		0

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.	Estimated Costs Not Yet Funded		
	2022	2023	2024
Completed	0	0	0
Funded to Date	0	0	0
Water Rights	N/A	0	0
	0	0	0
Total Project Cost	0	0	0

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Easements and Rights of Way	N/A	0	0	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0	0	0
Furnishing/Equipment	N/A	0	0	200,000	0	0	0	0	200,000
TOTALS		0	0	200,000	0	0	0	0	200,000
Amount Not Yet Funded		200,000							

PHASING BUDGET

Can this project be phased? No
 Phasing: Stand Alone: Yes Multi-Phased: No
 A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.
 A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.
 If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0
3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	0						0

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Has your local government/agency budgeted for operating expenses for the project when it is completed?	Yes					
If no, please explain why:						
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	4,000	4,000	4,000	4,000	4,000	20,000
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings
Newer equipment has less maintenance costs.

Entities who will assume the following responsibilities for this project:

Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
No	No	No	No	No	No

Lease/operating agreement in place?

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself?

Yes

If yes, please list the other entity. Torrance County has formal Mutual and Automatic Aid with Bernalillo County, Moriarty, Estancia, Mountainair, Encino, and Corona. It has a spoken agreement with Santa Fe County.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget?

No

Please explain. Torrance County will follow policies and procedures that comply with New Mexico procurement code.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy?

Yes

If yes, please explain. Better fire service helps improve economic development opportunities.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision?

Yes

If yes, please explain and provide the number of people that will benefit from the project. All citizens of Torrance County, population 15,591, and neighboring counties benefit.

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(b) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert.
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

No

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ICIP Capital Project Description

Year/Rank 2023 004 **Priority:** Medium **ID:** 14143
Project Title: Road Vehicles **Class:** New **Type/Subtype:** Equipment - Other
Contact Name: Leonard Lujan **Contact Phone:** 505 544-4667 **Contact E-mail:** leonardl@tcrum.us
Total project cost: 480,000 **Proposed project start date:** September 2022
Project Location: 205 South Ninth Street Estancia NM 87016 **Latitude:** 34.759091 **Longitude:** -106.061515
Legislative Language: to purchase and equip necessary road equipment and department vehicles in Town of Estancia, New Mexico, in Torrance county
Scope of Work: Purchase and equip necessary road equipment, such as a four-by-four pickup trucks. The Road Department uses four-by-four trucks to carry out functions of everyday job requirements. Due to the high mileage sustained and rugged terrain the vehicles must traverse, the Department anticipates needing four four-by-four trucks each year to maintain its fleet. To bolster the dwindling fleet, in 2020, the Torrance County Sheriff's Office (TCSO) provided the Road Department with old pickup trucks that are no longer serviceable for TCSO. The Road Department plans to repair the trucks and obtain as much use from them as possible. State Price Agreements and IFBs will be utilized as necessary.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	480,000	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
TOTALS	480,000			0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
			Estimated Costs Not Yet Funded				

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Water Rights	N/A	0	0	0	0	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0	0	0	0	0
Acquisition	No	0	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	480,000
Archaeological Studies	N/A	0	0	0	0	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0	0	0	0	0	0
Furnishing/Equipment	N/A	0	0	0	0	0	0	0	0	0	0	0
TOTALS		0	0	120,000	120,000	120,000	120,000	120,000	120,000	120,000	120,000	480,000
												Amount Not Yet Funded 480,000

PHASING BUDGET

Can this project be phased? Yes Stand Alone: No Multi-Phased: Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund. If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	120,000	No	No	No	No	Yes	3
2	120,000	No	No	No	No	Yes	3
3	120,000	No	No	No	No	Yes	3
4	120,000	No	No	No	No	Yes	3
5	0	No	No	No	No	No	0
TOTAL	480,000						

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Has your local government/agency budgeted for operating expenses for the project when it is completed?						Yes
If no, please explain why: Funding based on current budget to maintain fleet.						
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Annual Operating Expenses plus Debt Service	65,000	65,000	65,000	65,000	65,000	325,000
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:

Newer equipment requires less repairs and will be more fuel efficient.

Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
No	No	No	No	No	No

Lease/operating agreement in place?

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? No
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. Torrance County Road Department assists municipalities with their roads. Better maintained dirt road crossing county lines aids surrounding counties.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
 If yes, please explain. Better maintained roads attracts additional traffic and economic development.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
 If yes, please explain and provide the number of people that will benefit from the project. All citizens of Torrance County, population 15,595, and neighboring counties benefit.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and No

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unavoidable? Emergencies must be documented by a Subject Matter Expert.

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP Capital Project Description

Year/Rank 2023 005 **Priority:** Medium **ID:**10012
Project Title: Emergency Services Infrastructure
Contact Name: Lester Gary **Class:** New **Type/Subtype:** Facilities - Other
Total project cost: 55,000 **Contact Phone:** 505 544-4401 **Contact E-mail:** lgary@tcnm.us
Project Location: Torrance County Estancia NM 87016 **Proposed project start date:** September 2022
Legislative Language: Torrance County to plan, design, remodel, construct, and furnish facilities to house emergency medical responders in Torrance County, New Mexico **Latitude:** 34.759545 **Longitude:** -106.063507
Scope of Work: Torrance County will plan, design, remodel, construct, and furnish an existing fire department facility in Torrance County to provide accommodations to allow 24 hour coverage. Safe and comfortable sleeping quarters are needed with bathroom and shower facilities. Exit stairs should be constructed to provide safe emergency exit from the second floor. The facilities will house emergency medical responders.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	55,000	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
	0	No		0		
TOTALS	55,000			0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
			Estimated Costs Not Yet Funded				

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Water Rights	No	0	0	0	0	0	0	0	0
Easements and Rights of Way	No	0	0	0	0	0	0	0	0
Acquisition	No	0	0	0	0	0	0	0	0
Archaeological Studies	No	0	0	0	0	0	0	0	0
Environmental Studies	No	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	No	0	0	35,000	0	0	0	0	35,000
Construction	No	0	0	20,000	0	0	0	0	20,000
Furnishing/Equipment	No	0	0	0	0	0	0	0	0
TOTALS		0	0	55,000	0	0	0	0	55,000
Amount Not Yet Funded									55,000

PHASING BUDGET									
Can this project be phased? No Stand Alone: Yes Multi-Phased: No									
Phasing: A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.									
A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.									
If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.									
Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete		
1	0	No	No	No	No	No	3		
2	0	No	No	No	No	No	3		
3	0	No	No	No	No	No	6		
4	0	No	No	No	No	No	3		
5	0	No	No	No	No	No	0		
TOTAL	0								

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Has your local government/agency budgeted for operating expenses for the project when it is completed?						Yes
If no, please explain why: Included to pay for utilities in existing building						
ANNUAL OPERATING BUDGET						
Annual Operating Expenses plus Debt Service	YEAR 1 16,000	YEAR 2 16,000	YEAR 3 16,000	YEAR 4 16,000	YEAR 5 16,000	TOTAL 80,000
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:

Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Torrance County	Torrance, Torrance	Torrance County	Torrance County	Torrance County	Torrance County
No	No	No	No	No	No

Lease/operating agreement in place?

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? No
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No
- (d) **Regionalism - Does the project directly benefit an entity other than itself?** No
 If yes, please list the other entity. Torrance County has formal Mutual and Automatic Aid with Bernalillo County, Moriarty, Estancia, Mountainair, Encino, and Corona. It has a spoken agreement with Santa Fe County.
- (e) **Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget?** Yes
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) **Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy?** Yes
 If yes, please explain. Additional fire department in Torrance County helps improve economic development climate.
- (g) **Does the project benefit all citizens within a recognized region, district or political subdivision?** No
 If yes, please explain and provide the number of people that will benefit from the project. All citizens of Torrance County, population 15,595, and neighboring counties benefit.

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(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert.
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

No

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ICIP Capital Project Description

Year/Rank 2023 006 **Priority:** Medium **ID:** 18519
Project Title: Water System Upgrade **Class:** Replace Existing **Type/Subtype:** Water - Water Supply
Contact Name: Lester Gary **Contact Phone:** 505 544-4401 **Contact E-mail:** lgary@tcnm.us
Total project cost: 132,000 **Proposed project start date:** September 2022
Project Location: Torrance County NM **Latitude:** 34.759545 **Longitude:** -106.063507
Legislative Language: to plan, design, and construct water storage systems for use by the volunteer fire department in Torrance county, New Mexico
Scope of Work: Torrance County will increase the water storage and delivery capabilities at the fire stations located in Districts 1, 2, 3, and 5. To improve fire fighting capabilities, the County will procure four (4) storage tanks with capacities of 20,000 gallons each and install them at four fire stations. These stations are located in remote parts of the county with limited access to water. Water catchment systems will be included to maximize water usage and minimize draw from groundwater sources.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For?		Amount Secured	Amt Expended to Date	Date(s) Received	Comment
		Yes	No				
CAP	902,000	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
TOTALS	902,000			0	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
		2022	2023	2024	2025	

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Water Rights	N/A	0	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	No	0	2,000	0	0	0	0	0	2,000
Construction	No	0	130,000	0	0	0	0	0	130,000
Furnishing/Equipment	N/A	0	0	0	0	0	0	0	0
TOTALS		0	0	132,000	0	0	0	0	132,000
Amount Not Yet Funded									132,000

PHASING BUDGET

Can this project be phased? No
 Phasing: Stand Alone: Yes Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0
3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	0						0

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	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Has your local government/agency budgeted for operating expenses for the project when it is completed? Yes						
If no, please explain why: not yet funded						
ANNUAL OPERATING BUDGET						
Annual Operating Expenses plus Debt Service	0	0	0	0	0	0
Annual Operating Revenues	0	0	0	0	0	0

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings

Having additional water storage tanks located around the County will reduce fuel costs (less traveling to and from existing locations).

Entities who will assume the following responsibilities for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Lease/operating agreement in place?	Torrance County No	Torrance County No	Torrance County	Torrance County No	Torrance County No	Torrance County No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? No

(d) Regionalism - Does the project directly benefit an entity other than itself?

Yes

If yes, please list the other entity. Torrance County has formal Mutual and Automatic Aid with Bernalillo County, Moriarty, Estancia, Mountainair, Encino, and Corona. It has a spoken agreement with Santa Fe County.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget?

Yes

Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy?

Yes

If yes, please explain. Improved fire department capabilities could factor into potential for improved economic development.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision?

Yes

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If yes, please explain and provide the number of people that will benefit from the project. All citizens of Torrance County, population 15,595, and neighboring counties benefit.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP Capital Project Description

Year/Rank 2023 007 **Priority:** Medium **ID:**26830
Project Title: Purchase and Equip Medical Response Vehicles
Contact Name: Wayne Johnson **Class:** New **Type/Subtype:** Equipment - Public Safety Equipment
Total project cost: 225,000 **Contact Phone:** 505 544-4702 **Contact E-mail:** wjohnson@tcnm.us
Project Location: 205 South Ninth Street Estancia NM 87016 **Proposed project start date:** January 2023 **Longitude:** -106.063507
Legislative Language: to purchase and equip emergency medical response units for the Torrance county volunteer fire department in Torrance county, New Mexico

Scope of Work: Torrance County will purchase and equip a Type 1, four-by-four ambulance to complement the fleet of vehicles in the fire department and extend services to remote locations in Torrance County. Currently, ambulance service is provide by Superior Ambulance located in Moriarty, NM. Their services can take more than an hour to reach points in southern Torrance County such as Duran. Ambulances operated by the county could be stationed in southern Torrance County to decrease EMS response times. Torrance County already has EMT/Firefighters capable of providing ambulance services. A four-by-four ambulance is necessary to traverse rugged roads and terrain especially in adverse weather. Torrance County was awarded state funding in FY2020 in an amount to purchase two ambulances; however, the fleet of medical response vehicles is aging and the County anticipates the ongoing need to replace the aging fleet.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTEB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.
 Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For?		Amount Secured	Amt Expended to Date	Date(s) Received	Comment
		Yes	No				
CAP	225,000	Yes	No	503,500	0		2 units
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
TOTALS	225,000			503,500	0		

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.
 Estimated Costs Not Yet Funded _____

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	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
Water Rights	N/A	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0
Acquisition	No	0	150,000	0	0	0	0	150,000
Archaeological Studies	N/A	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0	0
Furnishing/Equipment	No	0	75,000	0	0	0	0	75,000
TOTALS		0	225,000	0	0	0	0	225,000
		Amount Not Yet Funded						225,000

PHASING BUDGET

Can this project be phased? No
 Stand Alone: Yes Multi-Phased: No
 Phasing:
 A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.
 A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.
 If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0
3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0

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TOTAL	0
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Has your local government/agency budgeted for operating expenses for the project when it is completed?									
If no, please explain why:									Yes
ANNUAL OPERATING BUDGET									
Annual Operating Expenses plus Debt Service	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL			
Annual Operating Revenues	15,000	15,000	15,000	15,000	15,000	0	0	0	75,000
	0	0	0	0	0	0	0	0	0

Does the project lower operating costs? No

If yes, please explain and provide estimates of operating savings
 Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County	Torrance County
	No	No	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes
- (d) Regionalism - Does the project directly benefit an entity other than itself? Yes
 If yes, please list the other entity. Torrance County has formal Mutual and Automatic Aid with Bernalillo County, Moriarty, Estancia, Mountainair, Encino, and Corona. It has a spoken agreement with Santa Fe County.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
 Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? No

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If yes, please explain. Increased safety resources factor of economic development.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project.

(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

Infrastructure Capital Improvement Plan FY 2022-2026

ICIP for Estancia Senior Center (PMS)

Contact: Janice Barela
P.O. Box 48
Estancia, NM 87016

Telephone No.: 505-544-4703
Email Address: jbarela@tcnm.us

County: Torrance

Entity Type: SF

Procurement Officer Name: Noah Sedillo

Telephone No.: 505-544-4730
Email Address: njsedillo@tcnm.us

Financial Officer Name: Jeremy Oliver

Telephone No.: 505-544-4720
Email Address: joliver@tcnm.us

Executive Order 2013-006 Compliance

Is your entity compliant with Executive Order 2013-006? Yes

Does your entity have an asset management plan and/or inventory listing of capital assets? Yes

Entity Planning: Process, Nature/Effect/Options/Recommendations of Trends

Process

Torrance County Department Heads and Elected Officials and Presbyterian Medical Center were invited to submit ICIP worksheets requesting new projects or updating projects listed on the FY2021-FY2025 ICIP. The Department Heads and Elected Officials met with the Torrance County Grants Manager to finalize the worksheets. The Grants Manager prepared a PowerPoint summarizing the projects. Citizens were allotted time to express their comments and concerns regarding the capital projects during a Public Hearing held Wednesday, August 12, 2020, during the regular meeting of the Board of County Commissioners (BOCC). A Notice of Public Hearing was published in The Independent on July 24 and August 7, 2020. The Hearing was also posted on the Torrance County website (<http://torrancecountynm.org>). During the hearing, the Grants Manager presented the PowerPoint summary, and the BOCC lead discussions regarding the projects. During the following regular meeting of the BOCC held August 26, 2020, the BOCC prioritized the projects. An ICIP list and worksheets were modified according to BOCC directions and presented to the BOCC during the regularly scheduled BOCC meeting held Wednesday, September 9, 2020. Following additional discussions held during this third meeting, the BOCC adopted the ICIP with Resolution 2020-??.

Goals

Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has identified projects on this ICIP to improve the quality of life and safety of our senior citizens and their families. Improving our senior citizens is a priority of the current County Commission, Torrance County employees, and PMS. PMS advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Updated facilities will enhance the effectiveness of County services and solve safety concerns. Reliable, fully equipped meal delivery and transportation vehicles is an ongoing concern. We can only meet the needs of homebound and other seniors in the County if we have vehicles that are in good running condition. Vehicles need to be four-by-four so they can reach residents who live in our rural and mountainous areas and in adverse weather. The Estancia Senior Center building and parking lot must be renovated to remove hazards, extend the life of the facility, and provide seniors and other residents a comfortable as well as useful place to come together.

Factors/Trends Considered

In 2018, there were 1,643 residents in the Town of Estancia, the county seat, according to the American Community Survey (ACS) of the U.S. Census Bureau. In 2018 per the ACS, 18.3% of residents were over 60 years of age. (Just 7% were under 5.) 15.6% of residents age 65+ were impoverished. The population of older people in Torrance County as a whole has jumped an astounding 24% from 2010 to 2018. We must be responsive to this burgeoning growth in order to be adequately prepared to serve older newcomers to Torrance in the future. In addition, food insecurity is a problem countywide, due to few food outlets and the absence of public transportation. We seek to meet the nutritional issues/food insecurity of the growing population of older persons throughout Torrance County and to improve their quality of life providing them safe areas to meet for meals and socialization. Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has identified projects to improve the quality of life and safety of our senior citizens and their families. The Estancia center, despite repeated renovations and repairs, is overdue for renovation of both the interior and exterior. Updated facilities will enhance the effectiveness of services and solve safety concerns. The Estancia Senior Center needs several renovations and repairs.

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Activities include exterior stucco repair and painting to mitigate future damage to the building caused by water infiltration, purchasing and installing a refrigerated air unit to reduce unbearable temperatures in the kitchen, and renovating the parking lot to include repairing a culvert, resurfacing, striping, and signage. The parking lot has reached the end of its useful life and is in need of resurfacing for the safety of the senior clients. Site drainage issues exist and can lead to significant property damage if not corrected.

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Estancia Senior Center (PMS)

Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2022	2023	2024	2025	2026	Total Project Cost	Amount	
												Not Yet Funded	Phases?
36912	2022	001	Estancia Senior Center Renovations	Facilities - Senior Facilities	0	126,500	10,000	10,000	10,000	10,000	166,500	166,500	No
36909	2022	002	Purchase and Equip Delivery/Transportation Vehicle	Vehicles - Senior Facility Vehicle	45,333	30,000	0	52,000	0	0	127,333	82,000	No

Number of projects: 2

Funded to date:	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Total Project Cost:	Total Not Yet Funded:
45,333	156,500	10,000	62,000	10,000	10,000	293,833	248,500

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ICIP Capital Project Description

Year/Rank 2022 001	Priority: High	ID: 36912
Project Title: Estancia Senior Center Renovations	Class: Renovate/Repair	Type/Subtype: Facilities - Senior Facilities
Contact Name: Janice Barela	Contact Phone: 505 544-4703	Contact E-mail: jbarela@tcnm.us
Total project cost: 166,500	Proposed project start date: July 2021	Longitude: -106.052664
Project Location: 305 Highland Ave Estancia NM 87016	Latitude: 34.757479	
Legislative Language: to plan, design, and renovate the Estancia Senior Center in the Town of Estancia, New Mexico, in Torrance County		
Scope of Work: Torrance County will plan and complete renovations to the Estancia Senior Center including three activities: (1) exterior stucco repair and painting; (2) purchasing and installing a refrigerated air unit; and (3) renovating the parking lot to include repainting a culvert, resurfacing, striping, and signage. The goals of these activities include making renovations to prevent future damage to the building which could be caused by water infiltration through cracked stucco by poor drainage near the entrance of the facility. Proper striping and signage can reserve critical handicapped accessible parking and provide for safer parking and pedestrian use in the parking lot. Maintaining proper interior temperatures will improve comfort and safety of staff and prevent damage to kitchen equipment caused by extreme heat. Goals will be achieved through proper planning and implementing a bidding process to select capable and cost-effective contractors to complete the renovations. Torrance County employees will oversee the project working with Presbyterian Medical Services (PMS) staff. PMS manages the senior centers in Torrance County. Minimal funding is requested for subsequent years to maintain aging structures.		

Secured and Potential Funding Budget:			
State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.			
Please complete table below with all secured and potential funding sources.			
Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured
AL/TSD	126,500	Yes	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
TOTALS	126,500		0

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Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded					Total Project Cost
			2022	2023	2024	2025	2026	
Water Rights	N/A	0	0	0	0	0	0	
Easements and Rights of Way	N/A	0	0	0	0	0	0	
Acquisition	N/A	0	0	0	0	0	0	
Archaeological Studies	N/A	0	0	0	0	0	0	
Environmental Studies	N/A	0	0	0	0	0	0	
Planning	No	0	0	0	0	0	0	
Design (Engr./Arch.)	N/A	0	5,500	0	0	0	5,500	
Construction	No	0	121,000	10,000	10,000	10,000	161,000	
Furnishing/Equipment	N/A	0	0	0	0	0	0	
TOTALS		0	126,500	10,000	10,000	10,000	166,500	

Amount Not Yet Funded 166,500

PHASING BUDGET

Can this project be phased? No
 Phasing: Stand Alone: Yes Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0

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3	0	No	No	No	No	0
4	0	No	No	No	No	0
5	0	No	No	No	No	0
TOTAL	0					0

Has your local government/agency budgeted for operating expenses for the project when it is completed?							Yes
If no, please explain why:							
ANNUAL OPERATING BUDGET							
Annual Operating Expenses plus Debt Service	15,000	15,000	15,000	15,000	15,000	15,000	75,000
Annual Operating Revenues	0	0	0	0	0	0	0

Does the project lower operating costs?

Yes

Renovations will reduce number of required repairs.

If yes, please explain and provide estimates of operating savings
Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	No	Yes	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Torrance County	Presbyterian Medical Services	Torrance County	Torrance County	Torrance County
	No	Yes			No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Citizens of the Town of Estancia and surrounding rural areas of Torrance County will benefit.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

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- Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) **Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy?** Yes
- If yes, please explain. Improved senior facilities will act as an incentive to retain and attract residents who patronize local businesses.
- (g) **Does the project benefit all citizens within a recognized region, district or political subdivision?** Yes
- If yes, please explain and provide the number of people that will benefit from the project. Senior citizens and their families of the Town of Estancia and surrounding area of Torrance County, population 1,584+, will benefit. No
- (h) **Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert.**
- If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.) Improvements will increase safety in the building and parking lot by reducing hazards.

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ICIP Capital Project Description

Year/Rank 2022 002 **Priority:** High **ID:**36909
Project Title: Purchase and Equip Delivery/Transportation Vehicle
Contact Name: Janice Barela **Class:** New **Type/Subtype:** Vehicles - Senior Facility Vehicle
Total project cost: 127,333 **Contact Phone:** 505-544-4703 **Contact E-mail:** jbarela@tcnm.us
Project Location: 305 Highland Avenue Estancia NM 87016 **Proposed project start date:** July 2021 **Longitude:** -106.052664
Legislative Language: to purchase and equip delivery and transportation vehicles for the Estancia Senior Center, Town of Estancia, New Mexico, in Torrance County
Scope of Work:

The senior centers in Torrance County have a growing need to provide safe home meal delivery to homebound seniors. The County plans to purchase new vehicles to maintain its fleet of transportation and meal delivery vehicles. Presbyterian Medical Services (PMS), which operates the senior centers, advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Through the Estancia Senior Center, PMS provides transportation for seniors to enjoy nutritious meals at the center, join an occasional shopping expedition, or visit a doctor's office. It also provides meal delivery for homebound seniors. The County and PMS collaborate to determine the best vehicle option to meet the needs of Torrance County seniors. In 2020, Torrance County used emergency ALTSD funds to purchase and equip a 4WD Ford F150 with a Hot Shot Food Delivery Body for meal service. Transportation vehicles are required. All-wheel drive SUVs allow passage on rugged, rural and mountain roads, especially during inclement weather. The SUVs can accommodate transportation and some meal delivery using portable food service units such as the Cambro Heated Pan Carrier which will fit inside a small SUV. The next step for the Estancia Senior Center is to purchase a transportation vehicle; although, it will need to plan for periodic replacement as noted in subsequent years.

Secured and Potential Funding Budget:			
State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Please complete table below with all secured and potential funding sources.	Funding Applied For?	Amount Secured	Amt Expended to Date
Funding Source(s)	Yes or No		Date(s) Received
ALTSD	Yes	45,333	0
CAP	No	0	0
	No	0	0
	No	0	0
	No	0	0
	No	0	0
	No	0	0
	No	0	0
	No	0	0
	No	0	0
TOTALS		127,333	45,333
			11/2019
			emergency funding received

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Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0
Furnishing/Equipment	No	45,333	30,000	0	52,000	0	127,333
TOTALS		45,333	30,000	0	52,000	0	127,333
Amount Not Yet Funded		82,000					

PHASING BUDGET

Can this project be phased? No Stand Alone: Yes Multi-Phased: No

Phasing: Stand Alone: Yes Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	30,000	No	No	No	Yes	Yes	6
2	52,000	No	No	No	Yes	Yes	6

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3	0	No	No	No	No	0
4	0	No	No	No	No	0
5	0	No	No	No	No	0
TOTAL	82,000					0

Has your local government/agency budgeted for operating expenses for the project when it is completed?							Yes
If no, please explain why:							
ANNUAL OPERATING BUDGET							
Annual Operating Expenses plus Debt Service	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL	
Annual Operating Revenues	3,333	3,333	3,333	3,333	3,333	16,665	
	0	0	0	0	0	0	

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings

Replacing older vehicles will save money due to less frequent repairs. Fuel efficiency continues to improve with newer vehicles.

Entities who will assume the following responsibilities for this project:

Lease/operating agreement in place?	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
No	Torrance County	Torrance County	Presbyterian Medical Services	Torrance County	Torrance County	Torrance County
Yes		Yes		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Senior citizens and their families of the Town of Estancia and surrounding area of Torrance County will benefit.

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- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
If yes, please explain. Improved senior facilities act as an incentive to retain and attract residents who will patronize local businesses.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
If yes, please explain and provide the number of people that will benefit from the project. Citizens of the Town of Estancia and surrounding area of Torrance County, population 1,584+, will benefit.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

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ICIP for Moriarty Senior Center

Contact: Janice Barela
P.O. Box 48
Estancia, 87016

Telephone No.: 5055444703
Email Address: jbarela@tcnm.us

County: Torrance

Entity Type: SF

Procurement Officer Name: Noah Sedillo

Telephone No.: 505-544-4730
Email Address: njsedillo@tcnm.us

Financial Officer Name: Jeremy Oliver

Telephone No.: 505-544-4720
Email Address: joliver@tcnm.us

Executive Order 2013-006 Compliance

Is your entity compliant with Executive Order 2013-006? Yes

Does your entity have an asset management plan and/or inventory listing of capital assets? Yes

Entity Planning: Process, Nature/Effect/Options/Recommendations of Trends

Process

Torrance County Department Heads and Elected Officials and Presbyterian Medical Center were invited to submit ICIP worksheets requesting new projects or updating projects listed on the FY2021-FY2025 ICIP. The Department Heads and Elected Officials met with the Torrance County Grants Manager to finalize the worksheets. The Grants Manager prepared a PowerPoint summarizing the projects. Citizens were allotted time to express their comments and concerns regarding the capital projects during a Public Hearing held Wednesday, August 12, 2020, during the regular meeting of the Board of County Commissioners (BOCC). A Notice of Public Hearing was published in The Independent on July 24 and August 7, 2020. The Hearing was also posted on the Torrance County website (<http://torrancecountynm.org>). During the hearing, the Grants Manager presented the PowerPoint summary, and the BOCC lead discussions regarding the projects. During the following regular meeting of the BOCC held August 26, 2020, the BOCC prioritized the projects. An ICIP list and worksheets were modified according to BOCC directions and presented to the BOCC during the regularly scheduled BOCC meeting held Wednesday, September 9, 2020. Following additional discussions held during this third meeting, the BOCC adopted the ICIP with Resolution 2020-??.

Goals

Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has identified projects on this ICIP to improve the quality of life and safety of our senior citizens and their families. Improving our senior citizen facilities is a priority of the current County Commission, Torrance County employees, and PMS. PMS advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Updated facilities will enhance the effectiveness of County services and solve safety concerns. Reliable, fully equipped meal delivery and transportation vehicles is an ongoing concern. We can only meet the needs of homebound and other seniors in the County if we have vehicles that are in good running condition. Vehicles need to be four-by-four so they can reach residents who live in our rural and mountainous areas and in adverse weather. The Moriarty Senior Center building and parking lot has reached its useful life. The center is housed in an old church and has been renovated and repaired repeatedly. A new building is essential to ensure the safety and comfort of seniors and other residents who gather at the center. The new building will need to be adequately equipped and furnished to provide safe and nutritious meals in safe and pleasant surroundings. Until a new building is constructed, the meal preparation equipment needs to be replaced in the current building. The equipment is used daily and must be properly maintained to provide safe and nutritious meals and decrease the stress on staff.

Factors/Trends Considered

In 2018, there were 2,223 residents in the City of Moriarty according to the American Community Survey (ACS) of the U.S. Census Bureau. In 2018 per the ACS, 19.3% of residents were over 60 years of age. (Just 4% were under 5.) 20.8% of residents age 65+ were impoverished. The population of older people in Torrance County as a whole has jumped an astounding 24% from 2010 to 2018. We must be responsive to this burgeoning growth in order to be adequately prepared to serve older newcomers to Torrance in the future. In addition, food insecurity is a problem countywide, due to few food outlets and the absence of public transportation. We seek to meet the nutritional issues/food insecurity of the growing population of older persons throughout Torrance County and to improve their quality of life providing them safe areas to meet for meals and socialization. Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has

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determined a new center must be built in Moriarty to improve the quality of life and safety of our senior citizens, their families, and staff. A new facility will enhance the effectiveness of services and solve safety concerns. A subject matter expert with more than 25-years? experience in building management/construction completed an assessment of the current Moriarty Senior Center and found that the building is visibly aged and in poor over all condition and will require on-going costly repairs to remain operational. He recommend replacement of the facility at a new location with optimal space for adequate parking. Torrance County is only planning critical renovations for the current center to keep it operational until a new center can be constructed.

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Moriarty Senior Center Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2022	2023	2024	2025	2026	Total Project Cost	Amount Not Yet Funded	Phases?
						75,000	30,000	550,000	0	0			
36934	2022	001	New Senior Center Building	Facilities - Senior Facilities	0	75,000	30,000	550,000	0	0	655,000	655,000	Yes
37213	2022	002	Moriarty Senior Center Renovations	Facilities - Senior Facilities	0	60,500	0	0	0	0	60,500	60,500	No
36930	2022	003	Purchase and Equip Delivery/Transportation Vehicle	Vehicles - Senior Facility Vehicle	45,333	30,000	0	52,000	0	0	127,333	82,000	No
Number of projects:					3								
Grand Totals					45,333	165,500	30,000	602,000	0	0	842,833	797,500	

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ICIP Capital Project Description

Year/Rank 2022 001 **Priority:** High **ID:** 36934
Project Title: New Senior Center Building
Contact Name: Janice Barela **Type/Subtype:** Facilities - Senior Facilities
Total project cost: 655,000 **Contact Phone:** 505-544-4703 **Contact E-mail:** jbarela@tcnm.us
Project Location: 120 Roosevelt Avenue Moriarty NM 87035 **Proposed project start date:** July 2021
Legislative Language: to plan, design, construct, equip, and furnish a new senior center on property acquired in the City of Moriarty, New Mexico, in Torrance County **Latitude:** 35.003370 **Longitude:** -106.045743
Scope of Work:

Torrance County will plan, design, equip and furnish a new senior center to replace the existing Moriarty Senior Center. The current building and parking lot has outlived the expected usage. For safety reasons we are in dire need of a new building with a safer and larger parking area. The current building has been repaired repeatedly, but these repairs have been bandaids and are not addressing a much larger problem. The county will begin by planning and designing a new center in Moriarty. The planning and design completed with this project will be used to move ahead with construction of a new senior center. Torrance County is requesting \$75,000 for planning and design. The ICIP will be updated with construction estimates once the planning and design phases are complete. During the planning phase, input will be solicited from senior clients, the community, staff members, government officials, and other stakeholders. Surveys and meetings will be conducted to identify current needs, best practices, and future trends. The parameters defined will be used by Torrance County to determine a location for the new facility and will acquire the property. Once property is secured, applicable archaeological, environmental and zoning surveys will be completed. Stakeholder recommendations and survey findings will be incorporated into construction plans. Through this process, Torrance County intends to develop a set of plans that will then be used to construct a new senior center that will meet the needs of current and future stakeholders within a safe and inviting environment. Goals will be achieved with stakeholder participation. Contractors will be selected through procurement processes that select capable and cost-effective contractors to complete planning and design.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For?		Amount Secured	Amt Expended to Date	Date(s) Received	Comment
		Yes	No				
CAP	655,000	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		
	0	No	No	0	0		

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TOTALS	655,000	0	0	0	0	0	0	0	0	0
<p>Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.</p>										
	Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost		
Water Rights	N/A	0	0	0	0	0	0	0		
Easements and Rights of Way	N/A	0	0	0	0	0	0	0		
Acquisition	No	0	75,000	0	0	0	0	75,000		
Archaeological Studies	No	0	0	15,000	0	0	0	15,000		
Environmental Studies	No	0	0	15,000	0	0	0	15,000		
Planning	No	0	0	0	0	0	0	0		
Design (Engr./Arch.)	No	0	0	0	0	0	0	0		
Construction	No	0	0	0	500,000	0	0	500,000		
Furnishing/Equipment	No	0	0	0	50,000	0	0	50,000		
TOTALS		0	75,000	30,000	550,000	0	0	655,000		
	Amount Not Yet Funded	655,000								

PHASING BUDGET

Can this project be phased? Yes

Phasing: Stand Alone: No Multi-Phased: Yes

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	75,000	Yes	Yes	No	No	No	12

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2	30,000	No	No	No	No	No	Yes	6
3	550,000	No	No	Yes	Yes	No	No	12
4	0	No	No	No	No	No	No	1
5	0	No	No	No	No	No	No	1
TOTAL	655,000							

Has your local government/agency budgeted for operating expenses for the project when it is completed?								Yes
If no, please explain why: Amount equals budget for current building.								
ANNUAL OPERATING BUDGET								
Annual Operating Expenses plus Debt Service	15,000	15,000	15,000	15,000	15,000	15,000	15,000	75,000
Annual Operating Revenues	0	0	0	0	0	0	0	0

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings The current building requires numerous and ongoing repairs that a new building will not require.

Entities who will assume the following responsibilities for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Presbyterian Medical Services	Torrance County	Torrance County	Torrance County
Lease/operating agreement in place?	No	Yes	No	No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 16 years or more

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

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- If yes, please list the other entity. Senior citizens and their families of the City of Moriarty and surrounding rural areas of Torrance County will benefit.
- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
If yes, please explain. Improved senior facilities and services acts as an incentive to retain and attract residents who patronize local businesses.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
If yes, please explain and provide the number of people that will benefit from the project. Senior citizens and their families of the City of Moriarty and surrounding rural areas of Torrance County, population 1,910+, will benefit.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. Yes
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.) A new building will minimize breakdowns and safety problems.

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ICIP Capital Project Description

Year/Rank	2022 002	Priority:	High	ID:	37213
Project Title:	Moriarty Senior Center Renovations	Class:	Renovate/Repair	Type/Subtype:	Facilities - Senior Facilities
Contact Name:	Janice Barela	Contact Phone:	505-544-4703	Contact E-mail:	jbarela@icnm.us
Total project cost:	60,500	Proposed project start date:	July 2021	Longitude:	-106.045743
Project Location:	120 Roosevelt Avenue Moriarty NM 87035	Latitude:	35.003370		
Legislative Language:	to renovate/repair and equip Moriarty Senior Center in City of Moriarty, New Mexico, in Torrance County				
Scope of Work:	Torrance County will renovate the existing Moriarty Senior Center to ensure it remains operational while a new center is planned, designed, and constructed. Critical activities planned for this renovation project include (1) upgrading bathrooms; (2) replacing existing doors with ADA-compliant doors, (3) installing carpeting, (4) replacing flashing and gutters, (5) making electrical upgrades, and (6) replacing the grease trap. The goals of these activities include making renovations to prevent future damage to the building and removing safety hazards throughout the building. These improvements are necessary to meet the needs of the senior citizens and their family members of City of Moriarty and the surrounding rural areas.				

Secured and Potential Funding Budget:			
State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.			
Please complete table below with all secured and potential funding sources.			
Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured
AL/TSD	60,500	Yes	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
	0	No	0
TOTALS	60,500		0

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.							
Completed	Funded to Date	2022	2023	2024	2025	2026	Total Project Cost
			Estimated Costs	Not Yet Funded			

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Water Rights	N/A	0	0	0	0	0	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0	0	0	0	0	0
Construction	N/A	0	60,500	0	0	0	0	0	0	0	0	60,500
Furnishing/Equipment	N/A	0	0	0	0	0	0	0	0	0	0	0
TOTALS		0	60,500	0	0	0	0	0	0	0	0	60,500
Amount Not Yet Funded												60,500

PHASING BUDGET

Can this project be phased? No
 Phasing: Stand Alone: Yes Multi-Phased: No
 A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.
 A project multi-phase approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.
 If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (Wtr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	0
2	0	No	No	No	No	No	0
3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	0						

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	Yes				
Has your local government/agency budgeted for operating expenses for the project when it is completed? If no, please explain why:					
ANNUAL OPERATING BUDGET					
Annual Operating Expenses plus Debt Service	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
	15,000	15,000	15,000	15,000	15,000
Annual Operating Revenues	0	0	0	0	0
					TOTAL
					75,000

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings
Entities who will assume the following responsibilities for this project:

Repairs and renovations will solve existing problems that will prevent future repairs.

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
	Torrance County	Torrance County	Presbyterian Medical Services	Torrance County	Torrance County	Torrance County
Lease/operating agreement in place?	No	Yes	No	No	No	No

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Families of senior citizens who visit the center are also benefited.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.

(f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes

If yes, please explain. Improved Senior Center has potential to prevent senior citizens from moving from the county and could entice new seniors to move in.

(g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes

If yes, please explain and provide the number of people that will benefit from the project. Senior citizens, their families, and aging residents will benefit.

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(h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. Yes

If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.) Trip hazards will be alleviated. ADA compliant doors will allow easy entry for seniors. Odor from grease trap can be mitigated.

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ICIP Capital Project Description

Year/Rank 2022 003 **Priority:** High **ID:**36930
Project Title: Purchase and Equip Delivery/Transportation Vehicle **Class:** New **Type/Subtype:** Vehicles - Senior Facility Vehicle
Contact Name: Janice Barela **Contact Phone:** 505-544-4703 **Contact E-mail:** jbarela@tcnm.us
Total project cost: 127,333 **Proposed project start date:** July 2022
Project Location: 120 Roosevelt Ave Moriarty NM 87035 **Latitude:** 35.003370 **Longitude:** -106.045743
Legislative Language: to purchase and equip delivery and transportation vehicles for the Moriarty Senior Center, City of Moriarty, New Mexico, in Torrance County
Scope of Work:

The senior centers in Torrance County have a growing need to provide safe home meal delivery to homebound seniors. The County plans to purchase new vehicles to maintain its fleet of transportation and meal delivery vehicles. Presbyterian Medical Services (PMS), which operates the senior centers, advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Through the Moriarty Senior Center, PMS provides transportation for seniors to enjoy nutritious meals at the center, join an occasional shopping expedition, or visit a doctor's office. It also provides meal delivery for homebound seniors. The County and PMS collaborate to determine the best vehicle option to meet the needs of Torrance County seniors. In 2020, Torrance County used emergency ALTSD funds to purchase and equip a 4WD Ford F150 with a Hot Shot Food Delivery Body for meal service. A wheel-chair accessible passenger van was also purchased. Smaller transportation vehicles are also required. All-wheel drive SUVs allow passage on rugged, rural and mountain roads, especially during inclement weather. The SUVs can accommodate transportation and some meal delivery using portable food service units such as the Cambro Heated Pan Carrier which will fit inside a small SUV. The next step for the Moriarty Senior Center is to purchase a transportation vehicle; although, it will need to plan for periodic replacement as noted in subsequent years.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
ALTSD	45,333	Yes	45,333	0	11/2019	emergency funding received
ALTSD	82,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	127,333		45,333	0		

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Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				2026 Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0
Furnishing/Equipment	No	45,333	30,000	0	52,000	0	127,333
TOTALS		45,333	30,000	0	52,000	0	127,333
		Amount Not Yet Funded					
			82,000				

PHASING BUDGET

Can this project be phased? No

Phasing: Stand Alone: Yes Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund. If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete
1	30,000	No	No	No	Yes	Yes	6
2	52,000	No	No	No	Yes	Yes	6

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3	0	No	No	No	No	0
4	0	No	No	No	No	0
5	0	No	No	No	No	0
TOTAL	82,000					

Has your local government/agency budgeted for operating expenses for the project when it is completed?							Yes
If no, please explain why:							
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL	
Annual Operating Expenses plus Debt Service	3,333	3,333	3,333	3,333	3,333	16,665	
Annual Operating Revenues	0	0	0	0	0	0	

Does the project lower operating costs?

Yes

If yes, please explain and provide estimates of operating savings

By replacing older vehicles, the County will save money on less frequent repairs. Fuel efficiency continues to improve with newer vehicles. The Cambro food carriers use less energy than three 100-watt

Entities who will assume the following responsibilities for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Lease/operating agreement in place?	Torrance County	Torrance County	Presbyterian Medical Services	Torrance County	Torrance County	Torrance County
	No	Yes		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Senior citizens and their families of the City of Moriarty and surrounding rural areas of Torrance County will benefit.

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- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
If yes, please explain. Improved senior facilities and services acts as an incentive to retain and attract residents who patronize local businesses.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
If yes, please explain and provide the number of people that will benefit from the project. Senior citizens and their families of the City of Moriarty and surrounding rural areas of Torrance County, population 1,910+, will benefit.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.) The Cambro heat food carrier holds food between 150 and 165 degrees Fahrenheit, which meets food safety standards. It also maintains moisture and prevents unintended cooking.

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ICIP for Mountainair Senior Center

Contact: Janice Barela
P.O. Box 48
Estancia, NM 87

Telephone No.: 5055444703
Email Address: jbarela@tcnm.us

County: Torrance

Entity Type: SF

Procurement Officer Name: Noah Sedillo
Telephone No.: 505-544-7430
Email Address: njsedillo@tcnm.us

Financial Officer Name: Jeremy Oliver
Telephone No.: 505-544-4720
Email Address: joliver@tcnm.us

Executive Order 2013-006 Compliance

Is your entity compliant with Executive Order 2013-006? Yes

Does your entity have an asset management plan and/or inventory listing of capital assets? Yes

Entity Planning: Process, Nature/Effect/Options/Recommendations of Trends

Process

Torrance County Department Heads and Elected Officials and Presbyterian Medical Center were invited to submit ICIP worksheets requesting new projects or updating projects listed on the FY2021-FY2025 ICIP. The Department Heads and Elected Officials met with the Torrance County Grants Manager to finalize the worksheets. The Grants Manager prepared a PowerPoint summarizing the projects. Citizens were allotted time to express their comments and concerns regarding the capital projects during a Public Hearing held Wednesday, August 12, 2020, during the regular meeting of the Board of County Commissioners (BOCC). A Notice of Public Hearing was published in The Independent on July 24 and August 7, 2020. The Hearing was also posted on the Torrance County website (<http://torrancecountynm.org>). During the hearing, the Grants Manager presented the PowerPoint summary, and the BOCC lead discussions regarding the projects. During the following regular meeting of the BOCC held August 26, 2020, the BOCC prioritized the projects. An ICIP list and worksheets were modified according to BOCC directions and presented to the BOCC during the regularly scheduled BOCC meeting held Wednesday, September 9, 2020. Following additional discussions held during this third meeting, the BOCC adopted the ICIP with Resolution 2020-??.

Goals

Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has identified projects on this ICIP to improve the quality of life and safety of our senior citizens and their families. Improving our senior citizen facilities is a priority of the current County Commission, Torrance County employees, and PMS. PMS advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Updated facilities will enhance the effectiveness of County services and solve safety concerns. Reliable, fully equipped meal delivery and transportation vehicles is an ongoing concern. We can only meet the needs of homebound and other seniors in the County if we have vehicles that are in good running condition. Vehicles need to be four-by-four so they can reach residents who live in our rural and mountainous areas and in adverse weather. The Mountainair Senior Center needs several renovations and repairs. First, improvements to the entrance require an ADA-compliant sidewalk and an awning to prevent ice build-up. Other requirements are a new roof and interior repairs made necessary because of leak damage. Additional work includes kitchen hood repairs, painting, and carpeting throughout the building. New meal preparation equipment is also necessary. The Center is in dire need of a new under-counter dishwasher because the existing unit has broken down. Staff, which consists of one cook, is using the three-sink method to wash all dishes, pots, pans and utensils, which is time consuming and adds undue stress.

Factors/Trends Considered

In 2018, there were 974 residents in the Town of Mountainair according to the American Community Survey (ACS) of the U.S. Census Bureau. In 2018 per the ACS, 35% of residents were over 60 years of age. (Just 4% were under 5.) 9.6% of residents age 65+ were impoverished. The population of older people in Torrance County as a whole has jumped an astounding 24% from 2010 to 2018. We must be responsive to this burgeoning growth in order to be adequately prepared to serve older newcomers to Torrance in the future. In addition, food insecurity is a problem countywide, due to few food outlets and the absence of public transportation. We seek to meet the nutritional issues/food insecurity of the growing population of older persons throughout Torrance County and to improve their quality of life providing them safe areas to meet for meals and socialization. Torrance County in collaboration with Presbyterian Medical Services (PMS), which operates the senior centers in Torrance County, has

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identified projects to improve the quality of life and safety of our senior citizens and their families. Updated facilities will enhance the effectiveness of services and solve safety concerns.

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Mountainair Senior Center Project Summary

ID	Year	Rank	Project Title	Category	Funded to date	2022	2023	2024	2025	2026	Total Project Cost	Amount Not Yet Funded	Phases?							
						0	0	0	0	0										
36944	2022	001	Senior Center Renovations	Facilities - Senior Facilities	0	176,000	0	0	0	0	176,000	176,000	Yes							
36940	2022	002	Delivery/Transportation Vehicle	Vehicles - Senior Facility Vehicle	45,333	30,000	0	52,000	0	0	127,333	82,000	No							
Number of projects:					2															
Grand Totals					Funded to date:	45,333	Year 1:	206,000	Year 2:	0	Year 3:	52,000	Year 4:	0	Year 5:	0	Total Project Cost:	303,333	Total Not Yet Funded:	258,000

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ICIP Capital Project Description

Year/Rank 2022 001 **Priority:** High **ID:**36944
Project Title: Senior Center Renovations **Class:** Renovate/Repair **Type/Subtype:** Facilities - Senior Facilities
Contact Name: Janice Barela **Contact Phone:** 505-544-4703 **Contact E-mail:** jbarela@icnm.us
Total project cost: 176,000 **Proposed project start date:** July 2021 **Longitude:** -106.240938
Project Location: 107 North Summit Avenue Mountainair NM 87036 **Latitude:** 34.521032
Legislative Language: to plan, design, construct, renovate, equip and furnish an interior and ADA compliant sidewalk and awning to the main entrance of the Mountainair Senior Center in Town of Mountainair, New Mexico, in Torrance County
Scope of Work: Torrance County will plan, renovate, repair/construct, and equip the Mountainair Senior Center including six activities: (1) plan, design, and construct an ADA compliant sidewalk and awning to the main entrance of the building; (2) resurface parking lot; (3) repair subsurface of floors and replace carpeting throughout the building; (4) purchase and install new windows in older section of building; (5) purchase and install new LED lighting; and (6) upgrade swamp cooler to two DC cooling units. The goals of these activities include removing trip and slip hazards that currently exist within the exterior and interior of the building; improving comfort of senior citizens, their families, and staff; and improving energy efficiency decreasing utility costs. Goals will be achieved by submitting bids for work to select capable and cost-effective contractors to complete planning, design, construction, and installation. Torrance County employees will oversee the project working with Presbyterian Medical Services (PMS) staff. PMS manages the senior centers in Torrance County.

Secured and Potential Funding Budget:						
State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.						
Please complete table below with all secured and potential funding sources.						
Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s) Received	Comment
CAP	176,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	176,000		0	0		

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Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0
Planning	Yes	0	0	0	0	0	0
Design (Engr./Arch.)	No	0	16,500	0	0	0	16,500
Construction	No	0	115,500	0	0	0	115,500
Furnishing/Equipment	N/A	0	44,000	0	0	0	44,000
TOTALS		0	176,000	0	0	0	176,000
Amount Not Yet Funded			176,000				

PHASING BUDGET

Can this project be phased? Yes		Stand Alone: Yes		Multi-Phased: Yes			
<p>A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.</p> <p>A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.</p> <p>If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.</p>							
Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/rr Rights, Easements, Acq)	# Mos to Complete
1	16,500	No	Yes	No	No	No	6
2	159,500	No	No	Yes	Yes	No	6

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3	0	No	No	No	No	No	No	0
4	0	No	No	No	No	No	No	0
5	0	No	No	No	No	No	No	0
TOTAL	176,000							

Has your local government/agency budgeted for operating expenses for the project when it is completed?								
If no, please explain why:								Yes
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL		
Annual Operating Expenses plus Debt Service	15,000	15,000	15,000	15,000	15,000	75,000		
Annual Operating Revenues	0	0	0	0	0	0		

Does the project lower operating costs?

Yes

Renovations will reduce number of required repairs.

If yes, please explain and provide estimates of operating savings

Entities who will assume the following responsibilities for this project:

	Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Lease/operating agreement in place?	Torrance County	Torrance County	Presbyterian Medical Services	Torrance County	Torrance County	Torrance County
	No	Yes		No	No	No

More detailed information on project.

(a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 10-15 years

(b) Has the project had public input and buy-in? Yes

(c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

(d) Regionalism - Does the project directly benefit an entity other than itself? Yes

If yes, please list the other entity. Senior citizens and their families of the Town of Mountainair and surrounding rural areas of Torrance County will benefit.

(e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes

Infrastructure Capital Improvement Plan FY2022-2026

- Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
- If yes, please explain. Improved senior facilities and services acts as an incentive to retain and attract residents who patronize local businesses.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
- If yes, please explain and provide the number of people that will benefit from the project. Senior citizens and their families of the Town of Mountainair and surrounding rural areas of Torrance County, population 1,116+ will benefit.
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. No
- If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.)

Infrastructure Capital Improvement Plan FY2022-2026

ICIP Capital Project Description

Year/Rank 2022 002 **Priority:** High **ID:**36940
Project Title: Delivery/Transportation Vehicle **Type/Subtype:** Vehicles - Senior Facility Vehicle
Contact Name: Janice Barela **Contact Phone:** 505-544-4703 **Contact E-mail:** jbarela@icnm.us
Total project cost: 127,333 **Proposed project start date:** July 2021
Project Location: 107 North Summit Avenue Mountainair NM 87036 **Latitude:** 34.521032 **Longitude:** -106.240938

Legislative Language: to purchase and equip delivery and transportation vehicles for the Mountainair Senior Center, Town of Mountainair, New Mexico, in Torrance County
Scope of Work: The senior centers in Torrance County have a growing need to provide safe home meal delivery to homebound seniors. The County plans to purchase new vehicles to maintain its fleet of transportation and meal delivery vehicles. Presbyterian Medical Services (PMS), which operates the senior centers, advocates strongly for seniors and is committed to developing thoughtful and caring senior services. Through the Mountainair Senior Center, PMS provides transportation for seniors to enjoy nutritious meals at the center, join an occasional shopping expedition, or visit a doctor's office. It also provides meal delivery for homebound seniors. The County and PMS collaborate to determine the best vehicle option to meet the needs of Torrance County seniors. In 2020, Torrance County used emergency ALTSD funds to purchase and equip a 4WD Ford F150 with a Hot Shot Food Delivery Body for meal service. Transportation vehicles are required. All-wheel drive SUVs allow passage on rugged, rural and mountain roads, especially during inclement weather. The SUVs can accommodate transportation and some meal delivery using portable food service units such as the Cambro Heated Pan Carrier which will fit inside a small SUV. The next step for the Mountainair Senior Center is to purchase a transportation vehicle; although, it will need to plan for periodic replacement as noted in subsequent years.

Secured and Potential Funding Budget:

State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e. Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc.

Please complete table below with all secured and potential funding sources.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amt Expended to Date	Date(s)	
					Received	Comment
ALTSD	45,333	Yes	45,333	0	11/2019	emergency funding received
ALTSD	82,000	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
	0	No	0	0		
TOTALS	127,333		45,333	0		

Infrastructure Capital Improvement Plan FY2022-2026

Project Budget - Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts listed above here.

	Completed	Funded to Date	Estimated Costs Not Yet Funded				Total Project Cost
			2022	2023	2024	2025	
Water Rights	N/A	0	0	0	0	0	0
Easements and Rights of Way	N/A	0	0	0	0	0	0
Acquisition	N/A	0	0	0	0	0	0
Archaeological Studies	N/A	0	0	0	0	0	0
Environmental Studies	N/A	0	0	0	0	0	0
Planning	N/A	0	0	0	0	0	0
Design (Engr./Arch.)	N/A	0	0	0	0	0	0
Construction	N/A	0	0	0	0	0	0
Furnishing/Equipment	No	45,333	30,000	0	52,000	0	127,333
TOTALS		45,333	30,000	0	52,000	0	127,333
Amount Not Yet Funded		82,000					

PHASING BUDGET

Can this project be phased? No

Stand Alone: Yes Multi-Phased: No

A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.

If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases. In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase	Amount	Plan	Design	Construct	Furnish/Equip	Other (W/tr Rights, Easements, Acq)	# Mos to Complete
1	0	No	No	No	No	No	3
2	0	No	No	No	No	No	3

Infrastructure Capital Improvement Plan FY2022-2026

3	0	No	No	No	No	No	0
4	0	No	No	No	No	No	0
5	0	No	No	No	No	No	0
TOTAL	0						0

Has your local government/agency budgeted for operating expenses for the project when it is completed?							Yes
If no, please explain why:							
ANNUAL OPERATING BUDGET	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL	
Annual Operating Expenses plus Debt Service	3,333	3,333	3,333	3,333	3,333	16,665	
Annual Operating Revenues	0	0	0	0	0	0	

Does the project lower operating costs?

Yes

Replacing older vehicles will save money due to less frequent repairs. Fuel efficiency continues to improve with newer vehicles. The Cambro food carriers use less energy than 3 100-watt light bulb.

Entities who will assume the following responsibilities for this project:

Fiscal Agent:	Own:	Operate:	Own Land:	Own Asset:	Maintain:
Torrance County	Torrance County	Presbyterian Medical Services	Torrance County	Torrance County	Torrance County
No	Yes		No	No	No

Lease/operating agreement in place?

More detailed information on project.

- (a) How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement? 1-9 years
- (b) Has the project had public input and buy-in? Yes
- (c) Is the project necessary to address population or client growth and if so, will it provide services to that population or clientele? Yes

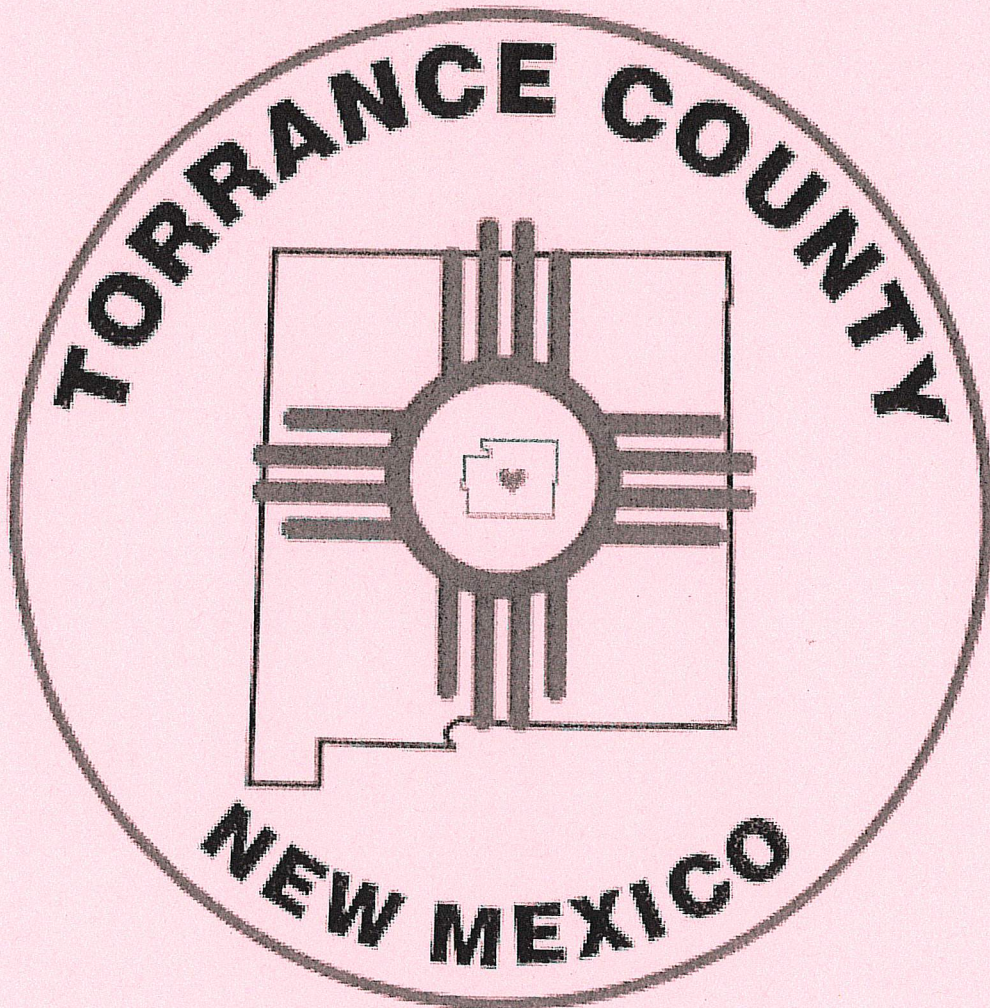
(d) Regionalism - Does the project directly benefit an entity other than itself?

Yes

Senior citizens and their families of the City of Moriarty and surrounding rural areas of Torrance County will benefit.

Infrastructure Capital Improvement Plan FY2022-2026

- (e) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Yes
Please explain. Torrance County will follow policies and procedures that comply with New Mexico Procurement Code.
- (f) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Yes
If yes, please explain. Improved senior facilities and services acts as an incentive to retain and attract residents who patronize local businesses.
- (g) Does the project benefit all citizens within a recognized region, district or political subdivision? Yes
If yes, please explain and provide the number of people that will benefit from the project. Senior citizens and their families of the Town of Mountainair and surrounding rural areas of Torrance County, population 1,116+, will benefit. Yes
- (h) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Emergencies must be documented by a Subject Matter Expert. Yes
If yes, please explain. (If mandatory, provide Summary Page of the Federal, State or Judiciary Agency who issued the mandate.) The Cambro heat food carrier holds food between 150 and 165 degrees Fahrenheit, which meets food safety standards. It also maintains moisture and prevents unintended cooking.



*Agenda Item
No. 11-E*

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TORRANCE COUNTY
BOARD OF COUNTY COMMISSONERS
RESOLUTION NO. R 2020-_____

A Resolution Establishing A County Cooperative (COOP) Program with The New Mexico Department of Transportation For the Project CAP, CN L500419

WHEREAS, the State of New Mexico Legislature has allocated funds to Local Government for the purpose of construction and improvement of public highways and roads, and

WHEREAS, the project CAP is approved for funding based on a total project cost of \$253,229.00; and

WHEREAS, the Local Government Road Fund Program requires a twenty-five percent (25%) match toe the New Mexico Department of Transportation’s share of seventy-five percent (75%), the Departments share totals \$63,307.00; and

WHEREAS, Torrance County will perform ‘PAVEMENT REHABILITATION/IMPROVEMENTS OF VARIOUS COUNTY ROADS, ‘the projects are as follows:

CR Ewing Rd.	4.6 miles
CR Indian Hills Rd.	2.0 miles

WHEREAS, the above referenced project is a priority that has been adopted into the Torrance County’s long-term plan.:

CONTINUATION PAGE 2, RESOLUTION NO. _____
RESOLUTION TITLE

1 NOW, THEREFORE BE IT RESOLVED:

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3 DONE THIS ___ DAY OF _____, 2019.

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6 APPROVED AS TO FORM ONLY:

BOARD OF COUNTY COMMISSIONERS

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9 _____
County Attorney Date

Ryan Schwebach, Chair

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Kevin McCall, Member

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Javier Sanchez, Member

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ATTEST:

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16 _____
Linda Jaramillo, County Clerk

17

18 Date: _____

Contract No. _____
Vendor No. _____
Control No. L500419

**LOCAL GOVERNMENT ROAD FUND
COOPERATIVE AGREEMENT**

This Agreement is between the **New Mexico Department of Transportation** (Department) and **Torrance County** (Public Entity). This Agreement is effective as of the date of the last party to sign it on the signature page below.

Pursuant to NMSA 1978, Sections 67-3-28 and 67-3-28.2 and the State Transportation Commission Policy No. 44-12, the parties agree as follows:

1. Purpose.

The purpose of this Agreement is to provide Local Government Road Funds to the Public Entity for the **Pavement Rehabilitation/Improvements, Blading and Shaping of Various County Roads**, as described in Control No. **L500419**, and the Public Entity's resolution attached as **Exhibit C** (Project). The Project is a joint and coordinated effort for which the Department and the Public Entity each have authority or jurisdiction. This Agreement specifies and delineates the rights and duties of the parties.

2. Project Funding.

- a. The estimated total cost for the Project is **Two Hundred Fifty Three Thousand Two Hundred Twenty Nine Dollars (\$253,229.00)** to be funded in proportional share by the parties as follows:

1. Department's share shall be 75% **\$189,922.00**

**Pavement Rehabilitation/Improvements, Blading and Shaping of Various
County Roads**

2. The Public Entity's required proportional matching
Share shall be 25% **\$63,307.00**
For purpose stated above

3. Total Project Cost **\$253,229.00**

- b. The Public Entity shall pay all Project costs, which exceed the total amount of **One Hundred Eighty Nine Thousand Nine Hundred Twenty Two Dollars (\$189,922.00)**.

- c. Any costs incurred by the Public Entity prior to this Agreement are not eligible for reimbursement and are not included in the amount listed in this Section 2.

3. The Department Shall:

Pay project funds as identified in Section 2, Paragraph a1, to the Public Entity in a single lump sum payment after:

- a. Receipt of a Notice of Award and Notice to Proceed; and,
- b. Verification of available Local Government Road Funds and Public Entity's local matching funds identified in Section 2, Paragraph a2.
- c. All required documents must include Department Project and Control Number.

4. The Public Entity Shall:

- a. Act in the capacity of lead agency for the purpose as described in Section 1.
- b. Submit an estimate of the Project, including work to be performed and cost to the District Engineer within thirty (30) days of execution of this Agreement, or as otherwise agreed to in writing by the Parties.
- c. Be solely responsible for all local matching funds identified in Section 2. Certify that these matching funds have been appropriated, budget and approved for expenditure prior to execution of this Agreement.
- d. Pay all costs, perform/supply or contract for labor and material, for the purpose as described in Section 1 and the Project estimate approved by the District Engineer.
- e. Procure and award any contract in accordance with applicable procurement law, rules, regulations and ordinances
- f. Be responsible, for performing or directing the performance, of all pre-construction activities, including, but not limited to, the following:
 - 1. Utility Certification,
 - 2. Drainage and storm drain design,
 - 3. Geotechnical design,
 - 4. Pavement design,
 - 5. Environmental and archaeological clearances Certification,
 - 6. Right of-way acquisition Certification,
 - 7. Hazardous substance/waste site(s) contamination,
 - 8. Railroad Certification,
 - 9. Intelligent Transportation System (ITS) Certification
- g. Cause all designs and plans to be performed under the direct supervision of a Registered New Mexico Professional Engineer, when applicable, as determined by the Department.
- h. Obtain all required written agreements or permits, when applicable, from all public and private entities.
- i. Allow the Department to inspect the Project to determine that the Project is being constructed in accordance with the provisions of this Agreement. Disclosures of any failure to meet such requirements and standards as determined by the Department, will result in termination, for default, including without limitation the Public Entity's costs for funding, labor, equipment and materials.
- j. Complete the project within eighteen (18) months of approval of funding by the State

Transportation Commission.

- k. Within thirty (30) days of completion, provide written certification that all work under this Agreement was performed in accordance with either the New Mexico Department of Transportation's Standard Specification, Current Edition; American Public Works Association (APWA) Specifications; Department approved Public Entity established Specifications; or Department Specifications established for Local Government Road Fund projects, by submitting the **Project Certification of Design, Construction, and Cost form**, which is attached as Exhibit A.
- l. Within thirty (30) days of completion, furnish the Department an **AS BUILT Summary of Costs and Quantities** form, which is attached as Exhibit B. The report should reflect the total cost of project as stated in **Project Certification of Design, Construction, and Cost form**.
- m. Failure to provide the **Project Certification of Design, Construction, and Cost form** and an **AS BUILT Summary of Costs and Quantities** report within thirty (30) days of Project completion will be considered a material breach of this Agreement and Public Entity shall reimburse to the Department all funds disbursed in accordance with this agreement.
- n. Upon completion, maintain all Public Entity facilities that were constructed or reconstructed under this Agreement.

5. Both Parties Agree:

- a. Upon termination of this Agreement any remaining property, materials, or equipment belonging to the Department will be accounted for and disposed of by the Public Entity as directed by the Department.
- b. Any unexpended or unencumbered balance from the Local Government Road Fund appropriated for this Project reverts to the Department. These balances, if any, must be reimbursed to the Department within thirty (30) days of project completion or expiration of this Agreement, whichever occurs first.
- c. This Project is not being incorporated into the State Highway System and the Department is not assuming maintenance responsibility or liability.
- d. Pursuant to NMSA 1978, Section 67-3-28.2, Local Government Road Funds granted under this provision can not be used by the Public Entity to meet a required match under any other program.
- e. That the provisions of the Local Government Road Fund Project Handbook (Current Edition), are incorporated by reference and control the contractual rights and obligations of the parties unless in conflict with the specific terms expressed in this Agreement or any amendments.

6. Term.

This Agreement becomes effective upon signature of all Parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on December 31, 2021. In the event an extension to the term is needed, the Public Entity shall provide written notice along with detailed justification to the Department sixty (60) days prior to the expiration date to ensure timely processing of an Amendment.

7. Termination.

- a. If the Public Entity fails to comply with any provision of this Agreement, the Department may terminate this Agreement, by providing thirty (30) days written notice.
- b. The Department may terminate this Agreement if the funds identified in Section 2 have not been contractually committed within one year from the effective date of this agreement.
- c. If sufficient appropriations and authorizations are not made by the Legislature, this Agreement may terminate immediately upon written notice of the Department to the Public Entity.
- d. Neither party has any obligation after termination, except as stated in Sections 4n and 5.

8. Third Party Beneficiary.

It is not intended by any of the provisions of any part of this Agreement to create in the public or any member of the public a third party beneficiary or to authorize anyone not a party to the Agreement to maintain a suit(s) for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies), and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

9. New Mexico Tort Claims Act.

As between the Department and Public Entity, neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1, *et seq.*

10. Contractors Insurance Requirements.

The Public Entity shall require contractors and subcontractors hired for the Project to have a general liability insurance policy, with limits of liability of at least \$1,000,000 per occurrence. The Department is to be named as an additional insured on the contractors and subcontractor's policy and a certificate of insurance must be provided to the Department and it must state that coverage provided under the policy is primary over any other valid insurance.

To the fullest extent permitted by law, the Public Entity shall require the contractor and subcontractors to defend, indemnify and hold harmless the Department from and against any liability, claims, damages, losses or expenses (including but not limited to attorney's fees, court costs, and the cost of appellate proceedings) arising out of or resulting from the negligence, act, error, or omission of the contractor and subcontractor in the performance of the Project, or anyone directly or indirectly employed by the contractor or anyone for whose acts they are liable in the performance of the Project.

11. Scope of Agreement.

This Agreement incorporates all the agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this written Agreement. No prior Agreement or understandings, verbal or otherwise, of the parties or their agents will be valid or enforceable unless embodied in this Agreement.

12. Terms of this Agreement.

The terms of this Agreement are lawful; performance of all duties and obligations must conform with and not contravene any state, local, or federal statutes, regulations, rules, or ordinances.

13. Legal Compliance.

The Public Entity shall comply with all applicable federal, state, local, and Department laws, regulations and policies in the performance of this Agreement, including, but not limited to laws governing civil right, equal opportunity compliance, environmental issue, workplace safety, employer-employee relations and all other laws governing operations of the workplace. The Public Entity shall include the requirements of this Section 13 in in each contract and subcontract at all tiers.

14. Equal Opportunity Compliance.

The parties agree to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, the parties agree to assure that no person in the United States will, on the grounds of race, color, national origin, ancestry, sex, sexual preference, age or handicap, be excluded from employment with, or participation in, any program or activity performed under this Agreement. If the parties are found to not be in compliance with these requirements during the term of this Agreement, the parties agree to take appropriate steps to correct these deficiencies.

15. Appropriations and Authorizations.

The terms of this Agreement are contingent upon sufficient appropriations and authorizations being made by the governing board of the Public Entity, the Legislature of New Mexico, or the Congress of the United States if federal funds are involved, for performance of the Agreement. If sufficient appropriations and authorizations are not made by the Public Entity, Legislature or the Congress of the United States if federal funds are involved, this Agreement will terminate upon written notice being given by one party to the other. The Department and Public Entity are expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered, and approved for expenditure.

16. Accountability of Receipts and Disbursements.

There shall be strict accountability for all receipts and disbursements relating to this Agreement. The Public Entity shall maintain all records and documents relative to the Project for a minimum of five years after completion of the Project. The Public Entity shall furnish the Department and State Auditor, upon demand, any and all such records relevant to this Agreement. If an audit finding determines that specific funding was inappropriate or not related to the Project, the Public Entity shall reimburse that portion to the Department within thirty (30) days of written notification. If documentation is insufficient to support an audit by customarily accepted accounting practices, the expense supported by such insufficient documentation must be reimbursed to the Department within thirty (30) days.

17. Severability.

In the event that any portion of this Agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this Agreement will remain in full force and effect.

18. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue is to be proper in a New Mexico Court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1(G).

19. Amendment.

This Agreement may be altered, modified, or amended by an instrument in writing executed by the parties.

The remainder of this page is intentionally left blank.

In witness whereof, each party is signing this Agreement on the date stated opposite that party's signature.

NEW MEXICO DEPARTMENT OF TRANSPORTATION

By: _____
Cabinet Secretary or Designee

Date: _____

Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel

By: _____
Assistant General Counsel

Date: _____

Torrance County

By: _____

Date: _____

Title: _____

Attest: _____
County Clerk

**EXHIBIT A
PROJECT CERTIFICATION OF
DESIGN, CONSTRUCTION, AND COST**

TO: New Mexico Department of Transportation
District 5 LGRF Coordinator

Cooperative Agreement No. _____ Control No. L500419

Joint Powers Agreement No. _____ Control No. _____

Entity: Torrance County

Scope of Work (Including Routes and Termini):

CR Ewing Rd *from Hwy 542 start project ending at State Hwy 55*

CR Indian Hills Rd * from Lexco Rd start project for 2.0 miles going W to end of project *

I, the undersigned, in my capacity as _____ of _____ state
that:

1. The design is in compliance with all state laws, rules, regulations, and local ordinances and was performed in accordance with the provisions set forth in this agreement and in the Local Government Road Fund Project Handbook (Current Edition).

2. Construction of the project was performed in accordance with standards and specifications set forth in: _____ And completed on _____, 20____; and

3. That the total project cost of _____, with New Mexico Department of Transportation 75% share of _____ and the Public Entity share of _____ (as submitted in attached "As Built Summary of Costs and Quantities") is accurate, legitimate, and appropriate for the project.

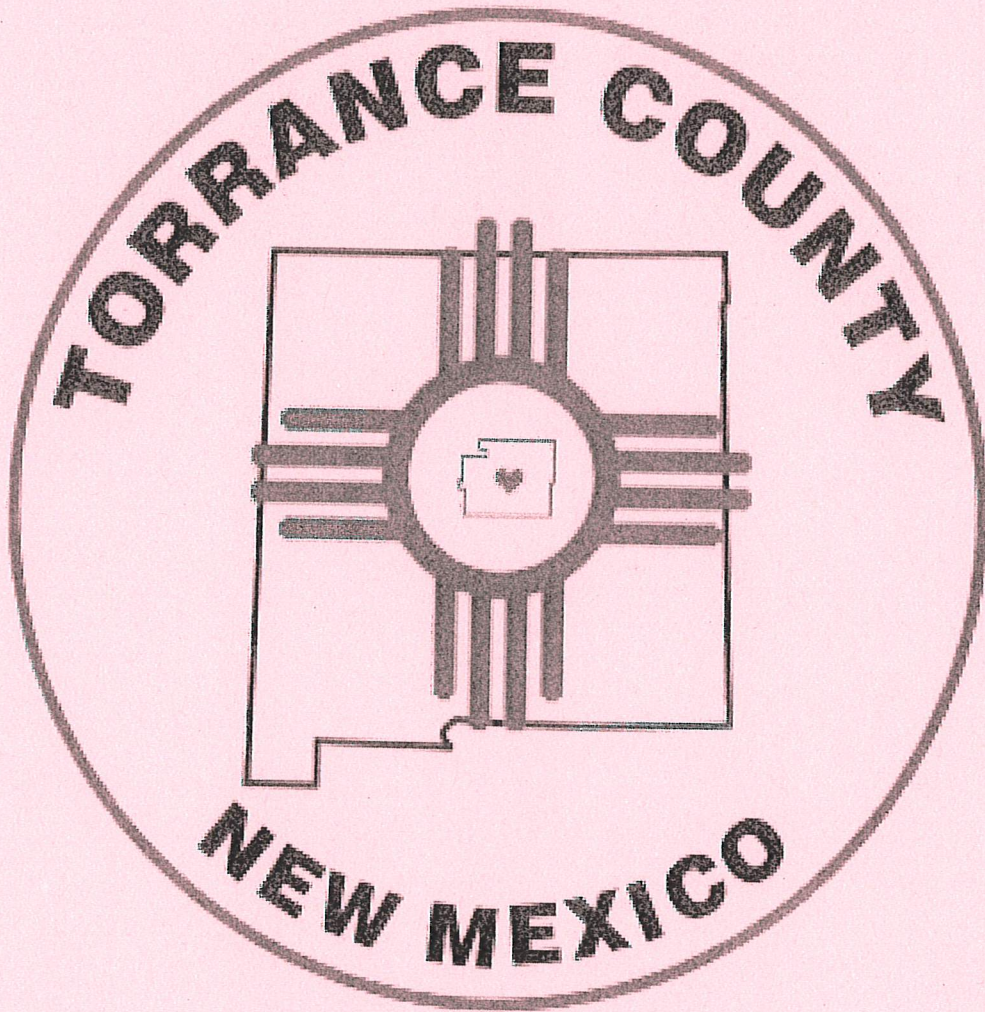
Name

Date

Printed Name

Title

As Built Summary of Costs and Quantities				
Entity:	Torrance County Road Department	DO:	CN:	L500419
Project No.:	CAP			
Termini:	County Roads- Ewing Rd * Form state Hwy 542 start project to Hwy 55 end of project *4.6 miles			
	Indian Hills Rd * from Lexco Rd start project for 2.0 miles going W to end of project.*			
	Total Miles	6.6		
Scope of Work:	Pavement Rehabilitation/Improvements and Blading & Shaping on various county roads within the control of public entity.			
	Item Description	Unit	Final Quantity	Unit Cost
	Equipment/Labor			Final Cost
	Equipment	hours	530	\$ 40.700943
	Labor	hours	980	\$ 14.547245
	Material			
	1/2 Chips	Tons	2000.00	\$ 20.00
	HFE 100P	Tons	179.00	\$ 670.00
	Cold Mix	Tons	300.00	\$ 85.00
	Fog seal	Tons	60.00	\$ 470.00
	Total Estimated Cost			\$249,457.80
				\$21,572
				\$14,256
				\$213,630
			Total	\$249,458
			Project Cost	\$ 249,458.00
			Project Award	\$ 249,203.00
			over	\$ 255.00
				Payed by County
Torrance County Manager		Date:		



*Agenda Item
No. 11-F*

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TORRANCE COUNTY
BOARD OF COUNTY COMMISSONERS
RESOLUTION NO. R 2020-

A Resolution Establishing A County Cooperative (COOP) Program with The New Mexico Department of Transportation for the Project SB, CN L500411

WHEREAS, the State of New Mexico Legislature has allocated funds to Local Government for the purpose of construction and improvement of public highways and roads, and

WHEREAS, the project SB is approved for funding based on a total project cost of \$120,036.00; and

WHEREAS, the Local Government Road Fund Program requires a twenty-five percent (25%) match toe the New Mexico Department of Transportation’s share of seventy-five percent (75%), the Departments share totals \$30,009.00; and

WHEREAS, Torrance County will perform ‘PAVEMENT REHABILITATION/IMPROVEMENTS OF VARIOUS COUNTY ROADS, ‘the projects are as follows:

CR Cedar Ln.	2.4 miles
CR Paradise Meadows Loop.	1.3 miles

WHEREAS, the above referenced project is a priority that has been adopted into the Torrance County’s long-term plan.:

CONTINUATION PAGE 2, RESOLUTION NO. _____
RESOLUTION TITLE

1 **NOW, THEREFORE BE IT RESOLVED:**

2

3 **DONE THIS ___ DAY OF _____, 2019.**

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6 **APPROVED AS TO FORM ONLY:**

BOARD OF COUNTY COMMISSIONERS

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9 _____
County Attorney Date

Ryan Schwebach, Chair

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Kevin McCall, Member

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ATTEST:

Javier Sanchez, Member

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16 _____
Linda Jaramillo, County Clerk

17

18 Date: _____

Contract No. _____
Vendor No. _____
Control No. L500411

**LOCAL GOVERNMENT ROAD FUND
COOPERATIVE AGREEMENT**

This Agreement is between the **New Mexico Department of Transportation** (Department) and **Torrance County** (Public Entity). This Agreement is effective as of the date of the last party to sign it on the signature page below.

Pursuant to NMSA 1978, Sections 67-3-28 and 67-3-28.2 and the State Transportation Commission Policy No. 44-12, the parties agree as follows:

1. Purpose.

The purpose of this Agreement is to provide Local Government Road Funds to the Public Entity for the **Pavement Rehabilitation/Improvements, Blading and Shaping of Various County Roads**, as described in Control No. **L500411**, and the Public Entity's resolution attached as **Exhibit C** (Project). The Project is a joint and coordinated effort for which the Department and the Public Entity each have authority or jurisdiction. This Agreement specifies and delineates the rights and duties of the parties.

2. Project Funding.

a. The estimated total cost for the Project is **One Hundred Twenty Thousand Thirty Six Dollars (\$120,036.00)** to be funded in proportional share by the parties as follows:

1. Department's share shall be 75% **\$90,027.00**

**Pavement Rehabilitation/Improvements, Blading and Shaping of Various
County Roads**

2. The Public Entity's required proportional matching
Share shall be 25% **\$30,009.00**
For purpose stated above

3. Total Project Cost **\$120,036.00**

b. The Public Entity shall pay all Project costs, which exceed the total amount of **Ninety Thousand Twenty Seven Dollars (\$90,027.00)**.

c. Any costs incurred by the Public Entity prior to this Agreement are not eligible for reimbursement and are not included in the amount listed in this Section 2.

3. The Department Shall:

Pay project funds as identified in Section 2, Paragraph a1, to the Public Entity in a single lump sum payment after:

- a. Receipt of a Notice of Award and Notice to Proceed; and,
- b. Verification of available Local Government Road Funds and Public Entity's local matching funds identified in Section 2, Paragraph a2.
- c. All required documents must include Department Project and Control Number.

4. The Public Entity Shall:

- a. Act in the capacity of lead agency for the purpose as described in Section 1.
- b. Submit an estimate of the Project, including work to be performed and cost to the District Engineer within thirty (30) days of execution of this Agreement, or as otherwise agreed to in writing by the Parties.
- c. Be solely responsible for all local matching funds identified in Section 2. Certify that these matching funds have been appropriated, budget and approved for expenditure prior to execution of this Agreement.
- d. Pay all costs, perform/supply or contract for labor and material, for the purpose as described in Section 1 and the Project estimate approved by the District Engineer.
- e. Procure and award any contract in accordance with applicable procurement law, rules, regulations and ordinances
- f. Be responsible, for performing or directing the performance, of all pre-construction activities, including, but not limited to, the following:
 1. Utility Certification,
 2. Drainage and storm drain design,
 3. Geotechnical design,
 4. Pavement design,
 5. Environmental and archaeological clearances Certification,
 6. Right of-way acquisition Certification,
 7. Hazardous substance/waste site(s) contamination,
 8. Railroad Certification,
 9. Intelligent Transportation System (ITS) Certification
- g. Cause all designs and plans to be performed under the direct supervision of a Registered New Mexico Professional Engineer, when applicable, as determined by the Department.
- h. Obtain all required written agreements or permits, when applicable, from all public and private entities.
- i. Allow the Department to inspect the Project to determine that the Project is being constructed in accordance with the provisions of this Agreement. Disclosures of any failure to meet such requirements and standards as determined by the Department, will result in termination, for default, including without limitation the Public Entity's costs for funding, labor, equipment and materials.
- j. Complete the project within eighteen (18) months of approval of funding by the State Transportation Commission.
- k. Within thirty (30) days of completion, provide written certification that all work under

this Agreement was performed in accordance with either the New Mexico Department of Transportation's Standard Specification, Current Edition; American Public Works Association (APWA) Specifications; Department approved Public Entity established Specifications; or Department Specifications established for Local Government Road Fund projects, by submitting the **Project Certification of Design, Construction, and Cost form**, which is attached as Exhibit A.

- l. Within thirty (30) days of completion, furnish the Department an **AS BUILT Summary of Costs and Quantities** form, which is attached as Exhibit B. The report should reflect the total cost of project as stated in **Project Certification of Design, Construction, and Cost form**.
- m. Failure to provide the **Project Certification of Design, Construction, and Cost form** and an **AS BUILT Summary of Costs and Quantities** report within thirty (30) days of Project completion will be considered a material breach of this Agreement and Public Entity shall reimburse to the Department all funds disbursed in accordance with this agreement.
- n. Upon completion, maintain all Public Entity facilities that were constructed or reconstructed under this Agreement.

5. Both Parties Agree:

- a. Upon termination of this Agreement any remaining property, materials, or equipment belonging to the Department will be accounted for and disposed of by the Public Entity as directed by the Department.
- b. Any unexpended or unencumbered balance from the Local Government Road Fund appropriated for this Project reverts to the Department. These balances, if any, must be reimbursed to the Department within thirty (30) days of project completion or expiration of this Agreement, whichever occurs first.
- c. This Project is not being incorporated into the State Highway System and the Department is not assuming maintenance responsibility or liability.
- d. Pursuant to NMSA 1978, Section 67-3-28.2, Local Government Road Funds granted under this provision can not be used by the Public Entity to meet a required match under any other program.
- e. That the provisions of the Local Government Road Fund Project Handbook (Current Edition), are incorporated by reference and control the contractual rights and obligations of the parties unless in conflict with the specific terms expressed in this Agreement or any amendments.

6. Term.

This Agreement becomes effective upon signature of all Parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on December 31, 2021. In the event an extension to the term is needed, the Public Entity shall provide written notice along with detailed justification to the Department sixty (60) days prior to the expiration date to ensure timely processing of an Amendment.

7. Termination.

- a. If the Public Entity fails to comply with any provision of this Agreement, the Department may terminate this Agreement, by providing thirty (30) days written notice.
- b. The Department may terminate this Agreement if the funds identified in Section 2 have not been contractually committed within one year from the effective date of this agreement.
- c. If sufficient appropriations and authorizations are not made by the Legislature, this Agreement may terminate immediately upon written notice of the Department to the Public Entity.
- d. Neither party has any obligation after termination, except as stated in Sections 4n and 5.

8. Third Party Beneficiary.

It is not intended by any of the provisions of any part of this Agreement to create in the public or any member of the public a third party beneficiary or to authorize anyone not a party to the Agreement to maintain a suit(s) for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies), and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

9. New Mexico Tort Claims Act.

As between the Department and Public Entity, neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1, *et seq.*

10. Contractors Insurance Requirements.

The Public Entity shall require contractors and subcontractors hired for the Project to have a general liability insurance policy, with limits of liability of at least \$1,000,000 per occurrence. The Department is to be named as an additional insured on the contractors and subcontractor's policy and a certificate of insurance must be provided to the Department and it must state that coverage provided under the policy is primary over any other valid insurance.

To the fullest extent permitted by law, the Public Entity shall require the contractor and subcontractors to defend, indemnify and hold harmless the Department from and against any liability, claims, damages, losses or expenses (including but not limited to attorney's fees, court costs, and the cost of appellate proceedings) arising out of or resulting from the negligence, act, error, or omission of the contractor and subcontractor in the performance of the Project, or anyone directly or indirectly employed by the contractor or anyone for whose acts they are liable in the performance of the Project.

11. Scope of Agreement.

This Agreement incorporates all the agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this written Agreement. No prior Agreement or understandings, verbal or otherwise, of the parties or their agents will be valid or enforceable unless embodied in this Agreement.

12. Terms of this Agreement.

The terms of this Agreement are lawful; performance of all duties and obligations must conform with and not contravene any state, local, or federal statutes, regulations, rules, or ordinances.

13. Legal Compliance.

The Public Entity shall comply with all applicable federal, state, local, and Department laws, regulations and policies in the performance of this Agreement, including, but not limited to laws governing civil right, equal opportunity compliance, environmental issue, workplace safety, employer-employee relations and all other laws governing operations of the workplace. The Public Entity shall include the requirements of this Section 13 in in each contract and subcontract at all tiers.

14. Equal Opportunity Compliance.

The parties agree to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, the parties agree to assure that no person in the United States will, on the grounds of race, color, national origin, ancestry, sex, sexual preference, age or handicap, be excluded from employment with, or participation in, any program or activity performed under this Agreement. If the parties are found to not be in compliance with these requirements during the term of this Agreement, the parties agree to take appropriate steps to correct these deficiencies.

15. Appropriations and Authorizations.

The terms of this Agreement are contingent upon sufficient appropriations and authorizations being made by the governing board of the Public Entity, the Legislature of New Mexico, or the Congress of the United States if federal funds are involved, for performance of the Agreement. If sufficient appropriations and authorizations are not made by the Public Entity, Legislature or the Congress of the United States if federal funds are involved, this Agreement will terminate upon written notice being given by one party to the other. The Department and Public Entity are expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered, and approved for expenditure.

16. Accountability of Receipts and Disbursements.

There shall be strict accountability for all receipts and disbursements relating to this Agreement. The Public Entity shall maintain all records and documents relative to the Project for a minimum of five years after completion of the Project. The Public Entity shall furnish the Department and State Auditor, upon demand, any and all such records relevant to this Agreement. If an audit finding determines that specific funding was inappropriate or not related to the Project, the Public Entity shall reimburse that portion to the Department within thirty (30) days of written notification. If documentation is insufficient to support an audit by customarily accepted accounting practices, the expense supported by such insufficient documentation must be reimbursed to the Department within thirty (30) days.

17. Severability.

In the event that any portion of this Agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this Agreement will remain in full force and effect.

18. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue is be proper in a New Mexico Court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1(G).

19. Amendment.

This Agreement may be altered, modified, or amended by an instrument in writing executed by the parties.

The remainder of this page in intentionally left blank.

In witness whereof, each party is signing this Agreement on the date stated opposite that party's signature.

NEW MEXICO DEPARTMENT OF TRANSPORTATION

By: _____
Cabinet Secretary or Designee

Date: _____

Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel

By: _____
Assistant General Counsel

Date: _____

Torrance County

By: _____

Date: _____

Title: _____

Attest: _____
County Clerk

EXHIBIT A
PROJECT CERTIFICATION OF
DESIGN, CONSTRUCTION, AND COST

TO: New Mexico Department of Transportation
District 5 LGRF Coordinator

Cooperative Agreement No. _____ Control No. L500411

Joint Powers Agreement No. _____ Control No. _____

Entity: Torrance County

Scope of Work (Including Routes and Termini):

CR Cedar Lane * from Lexco Rd start project proceed w 2.4 miles to end of project *

CR Paradise Meadows Loop * from Hwy 66 turn S on Skyline Rd for ½ mile to Paradise Meadows Loop start project proceed 1.3 miles to county line, end of project*

I, the undersigned, in my capacity as _____ of _____ state that:

1. The design is in compliance with all state laws, rules, regulations, and local ordinances and was performed in accordance with the provisions set forth in this agreement and in the Local Government Road Fund Project Handbook (Current Edition).

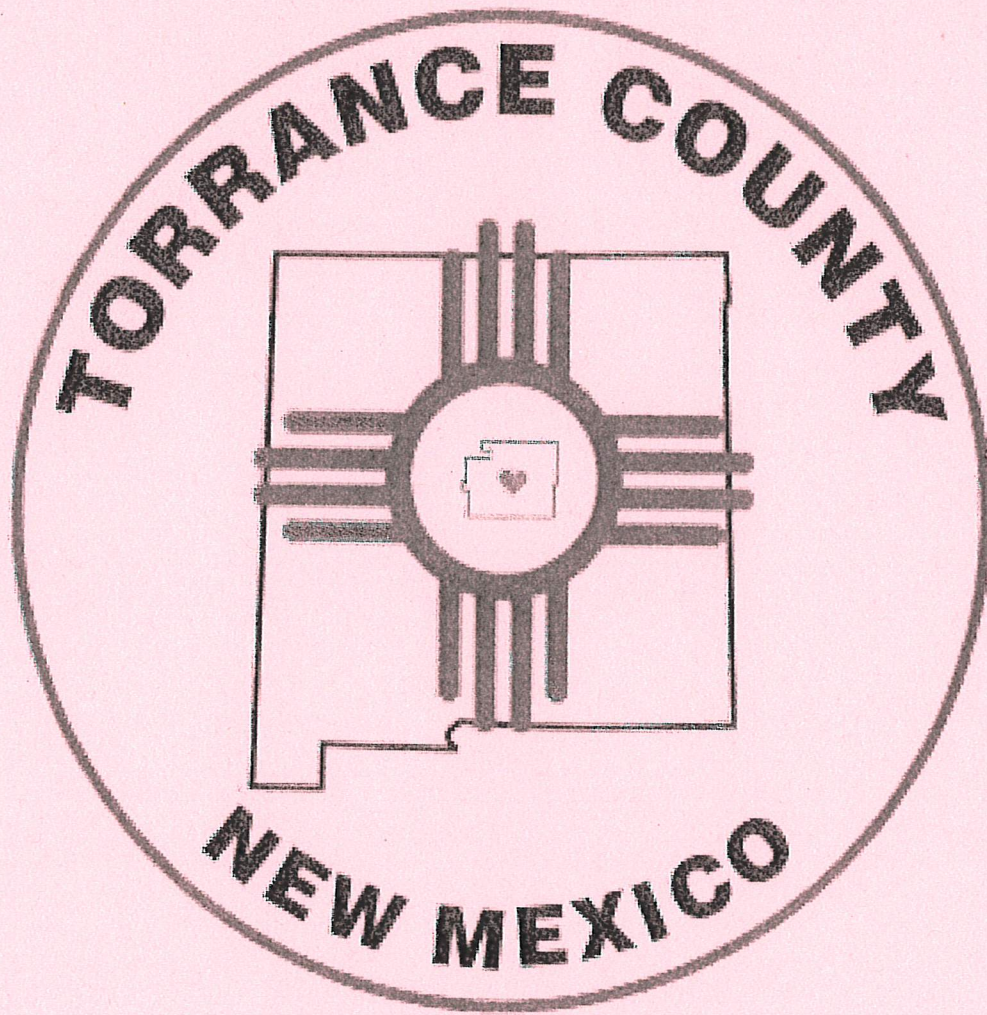
2. Construction of the project was performed in accordance with standards and specifications set forth in: _____ And completed on _____, 20____; and

3. That the total project cost of _____, with New Mexico Department of Transportation 75% share of _____ and the Public Entity share of _____ (as submitted in attached "As Built Summary of Costs and Quantities") is accurate, legitimate, and appropriate for the project.

Name Date

Printed Name Title

As Built Summary of Costs and Quantities				Equipment	Labor	Materials
Entity:	Torrance County Road Department	DO:	CN: L500411			
Project No.:	SB 2020-21					
Termini:	County Roads- Cedar Lane *from Lexco Rd start project proceed W for 2.4 miles to end of project*					
	Paradise Meadows Loop * From Hwy 66 turn S on Skyline Rd for 1/2 mile to Paradise Meadows Loop					
	Start project proceed 1.3 miles to county line to end of project.					
	Total Miles	3.7				
Scope of Work:	Pavement Rehabilitation/Improvements and Blading & Shaping on various county roads within the control of public entity.					
	Item Description	Unit	Final Quantity	Unif Cost	Final Cost	
	Equipment/Labor					
	Equipment	hours	350	\$37.213571	\$ 13,024.75	\$13,025
	Labor	hours	585	\$15.934737	\$ 9,123.20	\$9,123
	Material					
	1/2 Chips	Tons	1150.00	\$20.00	\$ 23,000.00	\$23,000
	HFE 100P	Tons	79.00	\$670.00	\$ 52,930.00	\$52,930
	Cold Mix	Tons	200.00	\$85.00	\$ 17,000.00	\$17,000
	Fog seal	Tons	35.00	\$470.00	\$ 16,450.00	\$16,450
	Total Estimated Cost				\$131,527.95	
					\$13,025	\$9,123
						\$109,380
				Total		\$131,528
				Project Cost	\$	131,480.00
				Project Award	\$	131,528.00
Torrance County Manager		Date:		over	\$	(48.00)
						Paid by County



*Agenda Item
No. 11-G*

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TORRANCE COUNTY
BOARD OF COUNTY COMMISSONERS
RESOLUTION NO. R 2020-

A Resolution Establishing A County Cooperative (COOP) Program with The New Mexico Department of Transportation for the Project SB, CN L500391

WHEREAS, the State of New Mexico Legislature has allocated funds to Local Government for the purpose of construction and improvement of public highways and roads, and

WHEREAS, the project SP is approved for funding based on a total project cost of \$82,667.00; and

WHEREAS, the Local Government Road Fund Program requires a twenty-five percent (25%) match toe the New Mexico Department of Transportation’s share of seventy-five percent (75%), the Departments share totals \$20,667.00; and

WHEREAS, Torrance County will perform ‘PAVEMENT REHABILITATION/IMPROVEMENTS OF VARIOUS COUNTY ROADS, ‘the projects are as follows:

CR Willow Lake W. 1.5 miles

WHEREAS, the above referenced project is a priority that has been adopted into the Torrance County’s long-term plan.:

CONTINUATION PAGE 2, RESOLUTION NO. _____
RESOLUTION TITLE

1 NOW, THEREFORE BE IT RESOLVED:

2

3 DONE THIS ___ DAY OF _____, 2019.

4

5

6 APPROVED AS TO FORM ONLY:

BOARD OF COUNTY COMMISSIONERS

7

8

9 _____
County Attorney Date

Ryan Schwebach, Chair

10

11

Kevin McCall, Member

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Javier Sanchez, Member

14 ATTEST:

15

16 _____
Linda Jaramillo, County Clerk

17

18 Date: _____

Contract No. _____
Vendor No. _____
Control No. L500391

**LOCAL GOVERNMENT ROAD FUND
COOPERATIVE AGREEMENT**

This Agreement is between the **New Mexico Department of Transportation** (Department) and **Torrance County** (Public Entity). This Agreement is effective as of the date of the last party to sign it on the signature page below.

Pursuant to NMSA 1978, Sections 67-3-28 and 67-3-28.2 and the State Transportation Commission Policy No. 44-12, the parties agree as follows:

1. Purpose.

The purpose of this Agreement is to provide Local Government Road Funds to the Public Entity for the **Pavement Rehabilitation/Improvements, Blading and Shaping of Various County Roads**, as described in Control No. **L500391**, and the Public Entity's resolution attached as **Exhibit C** (Project). The Project is a joint and coordinated effort for which the Department and the Public Entity each have authority or jurisdiction. This Agreement specifies and delineates the rights and duties of the parties.

2. Project Funding.

- a. The estimated total cost for the Project is **Eighty Two Thousand Six Hundred Sixty Seven Dollars (\$82,667.00)** to be funded in proportional share by the parties as follows:

1. Department's share shall be 75% **\$62,000.00**

**Pavement Rehabilitation/Improvements, Blading and Shaping of Various
County Roads**

2. The Public Entity's required proportional matching
Share shall be 25% **\$20,667.00**
For purpose stated above

3. Total Project Cost **\$82,667.00**

- b. The Public Entity shall pay all Project costs, which exceed the total amount of **Sixty Two Thousand Dollars (\$62,000.00)**.

- c. Any costs incurred by the Public Entity prior to this Agreement are not eligible for reimbursement and are not included in the amount listed in this Section 2.

3. The Department Shall:

Pay project funds as identified in Section 2, Paragraph a1, to the Public Entity in a single lump sum payment after:

- a. Receipt of a Notice of Award and Notice to Proceed; and,
- b. Verification of available Local Government Road Funds and Public Entity's local matching funds identified in Section 2, Paragraph a2.
- c. All required documents must include Department Project and Control Number.

4. The Public Entity Shall:

- a. Act in the capacity of lead agency for the purpose as described in Section 1.
- b. Submit an estimate of the Project, including work to be performed and cost to the District Engineer within thirty (30) days of execution of this Agreement, or as otherwise agreed to in writing by the Parties.
- c. Be solely responsible for all local matching funds identified in Section 2. Certify that these matching funds have been appropriated, budget and approved for expenditure prior to execution of this Agreement.
- d. Pay all costs, perform/supply or contract for labor and material, for the purpose as described in Section 1 and the Project estimate approved by the District Engineer.
- e. Procure and award any contract in accordance with applicable procurement law, rules, regulations and ordinances
- f. Be responsible, for performing or directing the performance, of all pre-construction activities, including, but not limited to, the following:
 1. Utility Certification,
 2. Drainage and storm drain design,
 3. Geotechnical design,
 4. Pavement design,
 5. Environmental and archaeological clearances Certification,
 6. Right of-way acquisition Certification,
 7. Hazardous substance/waste site(s) contamination,
 8. Railroad Certification,
 9. Intelligent Transportation System (ITS) Certification
- g. Cause all designs and plans to be performed under the direct supervision of a Registered New Mexico Professional Engineer, when applicable, as determined by the Department.
- h. Obtain all required written agreements or permits, when applicable, from all public and private entities.
- i. Allow the Department to inspect the Project to determine that the Project is being constructed in accordance with the provisions of this Agreement. Disclosures of any failure to meet such requirements and standards as determined by the Department, will result in termination, for default, including without limitation the Public Entity's costs for funding, labor, equipment and materials.
- j. Complete the project within eighteen (18) months of approval of funding by the State Transportation Commission.
- k. Within thirty (30) days of completion, provide written certification that all work under

this Agreement was performed in accordance with either the New Mexico Department of Transportation's Standard Specification, Current Edition; American Public Works Association (APWA) Specifications; Department approved Public Entity established Specifications; or Department Specifications established for Local Government Road Fund projects, by submitting the **Project Certification of Design, Construction, and Cost form**, which is attached as Exhibit A.

- l. Within thirty (30) days of completion, furnish the Department an **AS BUILT Summary of Costs and Quantities form**, which is attached as Exhibit B. The report should reflect the total cost of project as stated in **Project Certification of Design, Construction, and Cost form**.
- m. Failure to provide the **Project Certification of Design, Construction, and Cost form** and an **AS BUILT Summary of Costs and Quantities** report within thirty (30) days of Project completion will be considered a material breach of this Agreement and Public Entity shall reimburse to the Department all funds disbursed in accordance with this agreement.
- n. Upon completion, maintain all Public Entity facilities that were constructed or reconstructed under this Agreement.

5. Both Parties Agree:

- a. Upon termination of this Agreement any remaining property, materials, or equipment belonging to the Department will be accounted for and disposed of by the Public Entity as directed by the Department.
- b. Any unexpended or unencumbered balance from the Local Government Road Fund appropriated for this Project reverts to the Department. These balances, if any, must be reimbursed to the Department within thirty (30) days of project completion or expiration of this Agreement, whichever occurs first.
- c. This Project is not being incorporated into the State Highway System and the Department is not assuming maintenance responsibility or liability.
- d. Pursuant to NMSA 1978, Section 67-3-28.2, Local Government Road Funds granted under this provision can not be used by the Public Entity to meet a required match under any other program.
- e. That the provisions of the Local Government Road Fund Project Handbook (Current Edition), are incorporated by reference and control the contractual rights and obligations of the parties unless in conflict with the specific terms expressed in this Agreement or any amendments.

6. Term.

This Agreement becomes effective upon signature of all Parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on December 31, 2021. In the event an extension to the term is needed, the Public Entity shall provide written notice along with detailed justification to the Department sixty (60) days prior to the expiration date to ensure timely processing of an Amendment.

7. Termination.

- a. If the Public Entity fails to comply with any provision of this Agreement, the Department may terminate this Agreement, by providing thirty (30) days written notice.
- b. The Department may terminate this Agreement if the funds identified in Section 2 have not been contractually committed within one year from the effective date of this agreement.
- c. If sufficient appropriations and authorizations are not made by the Legislature, this Agreement may terminate immediately upon written notice of the Department to the Public Entity.
- d. Neither party has any obligation after termination, except as stated in Sections 4n and 5.

8. Third Party Beneficiary.

It is not intended by any of the provisions of any part of this Agreement to create in the public or any member of the public a third party beneficiary or to authorize anyone not a party to the Agreement to maintain a suit(s) for wrongful death(s), bodily and/or personal injury(ies) to person(s), damage(s) to property(ies), and/or any other claim(s) whatsoever pursuant to the provisions of this Agreement.

9. New Mexico Tort Claims Act.

As between the Department and Public Entity, neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1, *et seq.*

10. Contractors Insurance Requirements.

The Public Entity shall require contractors and subcontractors hired for the Project to have a general liability insurance policy, with limits of liability of at least \$1,000,000 per occurrence. The Department is to be named as an additional insured on the contractors and subcontractor's policy and a certificate of insurance must be provided to the Department and it must state that coverage provided under the policy is primary over any other valid insurance.

To the fullest extent permitted by law, the Public Entity shall require the contractor and subcontractors to defend, indemnify and hold harmless the Department from and against any liability, claims, damages, losses or expenses (including but not limited to attorney's fees, court costs, and the cost of appellate proceedings) arising out of or resulting from the negligence, act, error, or omission of the contractor and subcontractor in the performance of the Project, or anyone directly or indirectly employed by the contractor or anyone for whose acts they are liable in the performance of the Project.

11. Scope of Agreement.

This Agreement incorporates all the agreements, covenants, and understandings between the parties concerning the subject matter. All such covenants, agreements, and understandings have been merged into this written Agreement. No prior Agreement or understandings, verbal or otherwise, of the parties or their agents will be valid or enforceable unless embodied in this Agreement.

12. Terms of this Agreement.

The terms of this Agreement are lawful; performance of all duties and obligations must conform with and not contravene any state, local, or federal statutes, regulations, rules, or ordinances.

13. Legal Compliance.

The Public Entity shall comply with all applicable federal, state, local, and Department laws, regulations and policies in the performance of this Agreement, including, but not limited to laws governing civil right, equal opportunity compliance, environmental issue, workplace safety, employer-employee relations and all other laws governing operations of the workplace. The Public Entity shall include the requirements of this Section 13 in in each contract and subcontract at all tiers.

14. Equal Opportunity Compliance.

The parties agree to abide by all federal and state laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, pertaining to equal employment opportunity. In accordance with all such laws and rules and regulations, and executive orders of the Governor of the State of New Mexico, the parties agree to assure that no person in the United States will, on the grounds of race, color, national origin, ancestry, sex, sexual preference, age or handicap, be excluded from employment with, or participation in, any program or activity performed under this Agreement. If the parties are found to not be in compliance with these requirements during the term of this Agreement, the parties agree to take appropriate steps to correct these deficiencies.

15. Appropriations and Authorizations.

The terms of this Agreement are contingent upon sufficient appropriations and authorizations being made by the governing board of the Public Entity, the Legislature of New Mexico, or the Congress of the United States if federal funds are involved, for performance of the Agreement. If sufficient appropriations and authorizations are not made by the Public Entity, Legislature or the Congress of the United States if federal funds are involved, this Agreement will terminate upon written notice being given by one party to the other. The Department and Public Entity are expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered, and approved for expenditure.

16. Accountability of Receipts and Disbursements.

There shall be strict accountability for all receipts and disbursements relating to this Agreement. The Public Entity shall maintain all records and documents relative to the Project for a minimum of five years after completion of the Project. The Public Entity shall furnish the Department and State Auditor, upon demand, any and all such records relevant to this Agreement. If an audit finding determines that specific funding was inappropriate or not related to the Project, the Public Entity shall reimburse that portion to the Department within thirty (30) days of written notification. If documentation is insufficient to support an audit by customarily accepted accounting practices, the expense supported by such insufficient documentation must be reimbursed to the Department within thirty (30) days.

17. Severability.

In the event that any portion of this Agreement is determined to be void, unconstitutional or otherwise unenforceable, the remainder of this Agreement will remain in full force and effect.

18. Applicable Law.

The laws of the State of New Mexico shall govern this Agreement, without giving effect to its choice of law provisions. Venue is be proper in a New Mexico Court of competent jurisdiction in accordance with NMSA 1978, Section 38-3-1(G).

19. Amendment.

This Agreement may be altered, modified, or amended by an instrument in writing executed by the parties.

The remainder of this page in intentionally left blank.

In witness whereof, each party is signing this Agreement on the date stated opposite that party's signature.

NEW MEXICO DEPARTMENT OF TRANSPORTATION

By: _____ Date: _____
Cabinet Secretary or Designee

Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel

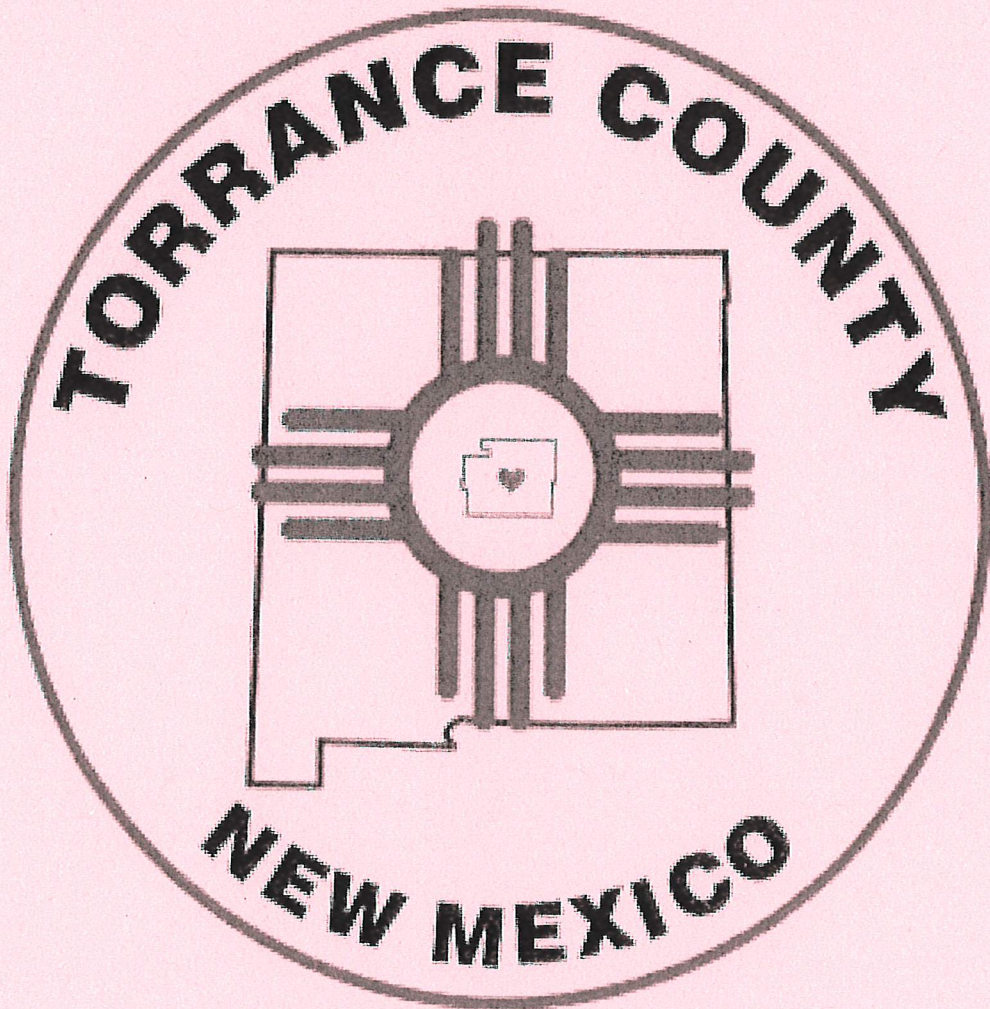
By: _____ Date: _____
Assistant General Counsel

Torrance County

By: _____ Date: _____

Title: _____

Attest: _____
County Clerk



*Agenda Item
No. 12-A*

PROFESSIONAL SERVICES CONTRACT FOR ARCHITECTUAL SERVICES

THIS AGREEMENT is made and entered into by and between the County of Torrance, hereinafter referred to as the "County" and **J. Kory Baker**, hereinafter referred to as the "Contractor," and is effective as of the date set forth below upon which it is executed by the Purchasing Agent and the Board of County Commissioners.

IT IS AGREED BETWEEN THE PARTIES:

1. Scope of Work.

Architect shall perform the following services (hereinafter the "Services") in a satisfactory and proper manner as determined by the County;

- A. SCHEMATIC DESIGN PHASE:** The Architect shall work with the County to ascertain the additions and modifications necessary to the existing County building at 207 Salt Mission Trail (hereinafter referred to as the "Project") and shall arrive at a mutual understanding of such requirements with the County.
- (1)** Architect shall prepare project estimated construction budget, including costs for contingencies;
 - (2)** Architect shall prepare, for approval by the County, Schematic Design Documents consisting of drawings and other documents illustrating the scale and relationship of project components.
- B. DESIGN DEVELOPMENT PHASE:** Architect shall prepare, for approval by the County, Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, materials and other such elements as may be appropriate.
- C. CONSTRUCTION DOCUMENTS PHASE:**
- (1)** Based on the approved Design Development Documents and any further adjustments in the scope or quality of the Project or in the construction budget authorized by the County, the Architect shall prepare, for approval by the County, Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Project.
 - (2)** The Architect shall assist the County in the preparation of the necessary bidding information, bidding forms, the Conditions of the Contracts and the form of Agreement between the Owner and Contractor.
 - (3)** The Architect shall advise the County of any adjustments to previous preliminary estimates of Construction Cost indicated by changes in requirements or general market conditions.

D. BIDDING OR NEGOTIATIONS PHASE: The Architect, following the County's approval of the Construction Documents and of the latest preliminary estimate of Construction Cost, shall assist the County in obtaining bids or negotiated proposals and assist in awarding and preparing contracts for construction.

E. CONSTRUCTION PHASE—ADMIN. OF THE CONSTRUCTION CONTRACT:

- (1) The Architect's responsibility to provide Basic Services for the Construction Phase under this Agreement commences with the award of the initial Contract for Construction and terminates at the earlier of the issuance to the County of the final Certificate of Occupancy or 60 days after all punch list items have been completed to the satisfaction of the County and Architect.
- (1) The architect shall be a representative of and shall advise and consult with the County during the administration of the Contract for Construction. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement unless otherwise modified by written amendment.
- (2) The Architect, as a representative of the County, shall visit the site at intervals appropriate to the stage of Contractor's operations, or as otherwise agreed by the Owner and the Architect to become generally familiar with and to keep the County informed about the progress and quality of the portion of the Work completed, (2) to endeavor to guard the County against defects and deficiencies in the Work, and (3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.

F. CERTIFICATES FOR PAYMENT:

- (1) The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts.
- (2) The Architect shall have the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers,

their agents or employees or other persons or entities performing portions of the Work.

- (3) The Architect shall prepare Change Orders and Construction Change Directives, with supporting documentation and data if deemed necessary by the Architect as provided for the County's approval and execution in accordance with the Contract Documents, and may authorize minor changes in the Work not involving an adjustment in the Contract Sum or an extension of the Contract Time which are consistent with the intent of the Contract Documents.

2. Compensation.

A. The County shall pay to the Contractor for professional services satisfactorily performed in the following percentages in performance of the listed the Services specified below. In this Agreement, the County agrees to pay the Architect, a sum not to exceed **\$25,500.00**, excluding applicable taxes. Payments shall be made upon deliverable received and, where applicable, shall be in proportion to services performed within each phase of service. (see below)

1)	Schematic Design Phase	20%
2)	Design Development Phase	20%
3)	Construction Documents Phase	45%
4)	Bidding/Negotiations Phase	5%
5)	Construction Administration Phase	10%

B. Payment is subject to availability of funds pursuant to the Appropriations Paragraph set forth below and to any negotiations between the parties from year to year pursuant to Paragraph 1, Scope of Work. All invoices MUST BE received by the County no later than fifteen (15) days after the termination of the Fiscal Year in which the services were delivered. Invoices received after such date WILL NOT BE PAID.

C. Contractor must submit a detailed statement accounting for all services performed, specified on a minimum of a quarter hour basis, and expenses incurred. If the County finds that the services are not acceptable, within thirty days after the date of receipt of written notice from the Contractor that payment is requested, it shall provide the Contractor a letter of exception explaining the defect or objection to the services, and outlining steps the Contractor may take to provide remedial action. Upon certification by the County that the services have been received and accepted, payment shall be tendered to the Contractor within thirty days after the date of acceptance. If payment is made by mail, the payment shall be deemed tendered on the date it is postmarked. However, the County shall not incur late charges, interest, or penalties for failure to make payment within the time specified herein.

D. The payment of taxes due for any money received under this Agreement shall be the Contractor's sole responsibility and shall be reported under the Contractor's Federal and State tax identification number(s).

3. Term.

This professional services agreement is for one (1) year from the date of award. This professional services contract will be one year, and will automatically every year up to four (4) years. In accordance

with Section 13-1-150 NMSA 1978, no term for a professional services contract, including extensions and renewals, shall exceed four (4) years, except as set forth in Section 13-1-150 NMSA 1978. This procurement will result in a single source award.

4. Termination.

A. Termination. This Agreement may be terminated by either of the parties hereto upon written notice delivered to the other party at least thirty (30) days prior to the intended date of termination. Except as otherwise allowed or provided under this Agreement, the County's sole liability upon such termination shall be to pay for acceptable work performed prior to the Contractor's receipt of the notice of termination, if the County is the terminating party, or the Contractor's sending of the notice of termination, if the Contractor is the terminating party; provided, however, that a notice of termination shall not nullify or otherwise affect either party's liability for pre-termination defaults under or breaches of this Agreement. The Contractor shall submit an invoice for such work within thirty (30) days of receiving or sending the notice of termination. Notwithstanding the foregoing, this Agreement may be terminated immediately upon written notice to the Contractor if the Contractor becomes unable to perform the services contracted for, as determined by the County or if, during the term of this Agreement, the Contractor or any of its officers, employees or agents is indicted for fraud, embezzlement or other crime due to misuse of government funds or due to the Appropriations paragraph herein. THIS PROVISION IS NOT EXCLUSIVE AND DOES NOT WAIVE THE COUNTY'S OTHER LEGAL RIGHTS AND REMEDIES CAUSED BY THE CONTRACTOR'S DEFAULT/BREACH OF THIS AGREEMENT.

B. Termination Management. Immediately upon receipt by either the County or the Contractor of notice of termination of this Agreement, the Contractor shall: 1) not incur any further obligations for salaries, services or any other expenditure of funds under this Agreement without written approval of the County; 2) comply with all directives issued by the County in the notice of termination as to the performance of work under this Agreement; and 3) take such action as the County shall direct for the protection, preservation, retention or transfer of all property titled to the County and records generated under this Agreement. Any non-expendable personal property or equipment provided to or purchased by the Contractor with contract funds shall become property of the County upon termination and shall be submitted to the County as soon as practicable.

5. Appropriations.

The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the Board of County Commissioners for the performance of this Agreement. If sufficient appropriations and authorization are not made by the Board of County Commissioners, this Agreement shall terminate immediately upon written notice being given by the County to the Contractor. The County's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final. If the County proposes an amendment to the Agreement to unilaterally reduce funding, the Contractor shall have the option to terminate the Agreement or to agree to the reduced funding, within thirty (30) days of receipt of the proposed amendment.

6. Status of Contractor.

The Contractor and its agents and employees are independent contractors performing professional services for the County and are not employees of the County of Torrance. The Contractor and its agents and employees shall not accrue leave, retirement, insurance, bonding, use of county vehicles, or any other benefits afforded to employees of the County of Torrance as a result of this Agreement. The Contractor acknowledges that all sums received hereunder are reportable by the Contractor for tax purposes, including without limitation, self-employment and business income tax. The Contractor agrees not to purport to bind the County of Torrance unless the Contractor has express written authority to do so, and then only within the strict limits of that authority.

7. Assignment.

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the prior written approval of the County.

8. Subcontracting.

The Contractor shall not subcontract any portion of the services to be performed under this Agreement without the prior written approval of the County. No such subcontract shall relieve the primary Contractor from its obligations and liabilities under this Agreement, nor shall any subcontract obligate direct payment from the County to any subcontractor. In all cases, the contractor is solely responsible for fulfillment of this Agreement.

9. Release.

Final payment of the amounts due under this Agreement shall operate as a release of the procuring agency of the County, its officers and employees, and the County of Torrance from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

10. Confidentiality.

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the County.

11. Product of Service -- Copyright.

All materials developed or acquired by the Contractor under this Agreement shall become the property of the County of Torrance and shall be delivered to the County no later than the termination date of this Agreement. Nothing developed or produced, in whole or in part, by the Contractor under this Agreement shall be the subject of an application for copyright or other claim of ownership by or on behalf of the Contractor.

12. Conflict of Interest; Governmental Conduct Act.

A. The Contractor represents and warrants that it presently has no interest and, during the term of this Agreement, shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement.

B. The Contractor further represents and warrants that it has complied with, and, during the term of this Agreement, will continue to comply with, and that this Agreement complies with all applicable provisions of the Governmental Conduct Act, Chapter 10, Article 16 NMSA

1978. Without in anyway limiting the generality of the foregoing, the Contractor specifically represents and warrants that:

- 1) in accordance with Section 10-16-4.3 NMSA 1978, the Contractor does not employ, has not employed, and will not employ during the term of this Agreement any County employee while such employee was or is employed by the County and participating directly or indirectly in the County's contracting process;
- 2) this Agreement complies with Section 10-16-7(B) NMSA 1978 because (i) the Contractor is not a public officer or employee of the County; (ii) the Contractor is not a member of the family of a public officer or employee of the County; (iii) the Contractor is not a business in which a public officer or employee or the family of a public officer or employee has a substantial interest; or (iv) if the Contractor is a public officer or employee of the County, a member of the family of a public officer or employee of the County, or a business in which a public officer or employee of the County or the family of a public officer or employee of the County has a substantial interest, public notice was given as required by Section 10-16-7(B) NMSA 1978 and this Agreement was awarded pursuant to a competitive process;
- 3) in accordance with Section 10-16-8(C) NMSA 1978, (i) the Contractor is not, and has not been represented by, a person who has been a public officer or employee of the County within the preceding year and whose official act directly resulted in this Agreement and (ii) the Contractor is not, and has not been assisted in any way regarding this transaction by, a former public officer or employee of the County whose official act, while in County employment, directly resulted in the County's making this Agreement;
- 4) in accordance with Section 10-16-13 NMSA 1978, the Contractor has not directly participated in the preparation of specifications, qualifications or evaluation criteria for this Agreement or any procurement related to this Agreement; and
- 5) in accordance with Section 10-16-3 and Section 10-16-13.3 NMSA 1978, the Contractor has not contributed, and during the term of this Agreement shall not contribute, anything of value to a public officer or employee of the County.

C. Contractor's representations and warranties in Paragraphs A and B of this Article 12 are material representations of fact upon which the County relied when this Agreement was entered into by the parties. Contractor shall provide immediate written notice to the County if, at any time during the term of this Agreement, Contractor learns that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances. If it is later determined that Contractor's representations and warranties in Paragraphs A and B of this Article 12 were erroneous on the effective date of this Agreement or have become erroneous by reason of new or changed circumstances, in addition to other remedies available to the County and notwithstanding anything in the Agreement to the contrary, the County may immediately terminate the Agreement.

D. All terms defined in the Governmental Conduct Act have the same meaning in this Article 12(B).

13. Amendment.

This Agreement shall not be altered, changed or amended except by instrument in writing executed by the parties hereto and all other required signatories.

14. Merger.

This Agreement incorporates all the Agreements, covenants and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, Agreements and understandings have been merged into this written Agreement. No prior Agreement or understanding, oral or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

15. Penalties for violation of law.

The Procurement Code, Sections 13-1-28 through 13-1-199, NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.

16. Equal Opportunity Compliance.

The Contractor agrees to abide by all federal, state and county laws and rules and regulations, pertaining to equal employment opportunity. In accordance with all such laws, the Contractor assures that no person in the United States shall, on the grounds of race, religion, color, national origin, ancestry, sex, age, physical or mental handicap, or serious medical condition, spousal affiliation, sexual orientation or gender identity, be excluded from employment with or participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity performed under this Agreement. If Contractor is found not to be in compliance with these requirements during the life of this Agreement, Contractor agrees to take appropriate steps to correct these deficiencies.

17. Applicable Law.

In any action, suit or legal dispute arising from this Agreement, the Contractor agrees that the laws of the State of New Mexico shall govern and that venue will lie in the Seventh Judicial District Court in Torrance County. By execution of this Agreement, Contractor acknowledges and agrees to the jurisdiction of the courts of the State of New Mexico over any and all lawsuits arising under or out of any term of this Agreement.

18. Workers Compensation.

The Contractor agrees to comply with state laws and rules applicable to workers compensation benefits for its employees. If the Contractor fails to comply with the Workers Compensation Act and applicable rules when required to do so, this Agreement may be terminated by the County.

19. Records and Financial Audit.

The Contractor shall maintain detailed time and expenditure records that indicate the date, time, nature, and cost of services rendered during the Agreement's term and effect and retain them for a period of three (3) years from the date of final payment under this Agreement. The records shall be subject to inspection by the County, the Department of Finance and Administration, and the State Auditor. The County shall have the right to audit billings both before and after payment. Payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payments

20. Disclaimer and Hold Harmless.

Torrance County shall not be liable to the Contractor, or the Contractor's successors, heirs, administrators, for any loss, damage, or injury, whether to Contractor's person or property, occurring in connection with Contractor's performance of Contractor's duties according to this Agreement.

Contractor shall hold the Torrance County harmless from all loss, damage, and injury, including court costs and attorney fees, incurred by Torrance County in connection with the performance by Contractor of Contractor's duties according to this Agreement.

21. Indemnification.

The Contractor shall defend, indemnify and hold harmless the County of Torrance from all actions, proceeding, claims, demands, costs, damages, attorneys' fees and all other liabilities and expenses of any kind from any source which may arise out of the performance of this Agreement, caused by the negligent act or failure to act of the Contractor, its officers, employees, servants, subcontractors or agents, or if caused by the actions of any client of the Contractor resulting in injury or damage to persons or property during the time when the Contractor or any officer, agent, employee, servant or subcontractor thereof has or is performing services pursuant to this Agreement. In the event that any action, suit or proceeding related to the services performed by the Contractor or any officer, agent, employee, servant or subcontractor under this Agreement is brought against the Contractor, the Contractor shall, as soon as practicable but no later than two (2) days after it receives notice thereof, notify the legal counsel of the County of Torrance and the New Mexico Association of Counties by certified mail.

22. Invalid Term or Condition.

If any term or condition of this Agreement shall be held invalid or unenforceable, the remainder of this Agreement shall not be affected and shall be valid and enforceable.

23. Enforcement of Agreement.

A party's failure to require strict performance of any provision of this Agreement shall not waive or diminish that party's right thereafter to demand strict compliance with that or any other provision. No waiver by a party of any of its rights under this Agreement shall be effective unless express and in writing, and no effective waiver by a party of any of its rights shall be effective to waive any other rights.

24. Authority.

If Contractor is other than a natural person, the individual(s) signing this Agreement on behalf of Contractor represents and warrants that he or she has the power and authority to bind Contractor, and that no further action, resolution, or approval from Contractor is necessary to enter into a binding contract.

25. Lobbying.

No federal appropriated funds can be paid or will be paid, by or on behalf of the CONTRACTOR, or any person for influencing or attempting to influence an officer or employee of any County, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, or the making of any Federal grant, the making of any federal loan, the entering into of any cooperative agreement, or modification of any Federal contract, grant, loan, or cooperative agreement. If any funds other than federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any County, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection of this federal contract, grant, loan, or cooperative agreement, the CONTRACTOR shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

26. Approval of Contractor Personnel.

Personnel proposed in the Contractor's written proposal to the County are considered material to any work performed under this Agreement. No changes of personnel will be made by the Contractor without prior written consent of the procuring agency of the County. Replacement of any Contractor personnel, if approved, shall be with personnel of equal ability, experience and qualifications. The Contractor will be responsible for any expenses incurred in familiarizing the replacement personnel to insure their being productive to the project immediately upon receiving assignments. Approval of replacement personnel shall not be unreasonably withheld. The procuring agency of the County shall retain the right to request the removal of any of the Contractor's personnel at any time.

27. Survival.

The agreement paragraphs titled "Patent, Copyright, Trademark, Trade Secret Indemnification," "Records and Financial Audit," and "Indemnification" shall survive the expiration of this agreement. Software licenses, leases, maintenance and any other unexpired agreements that were entered into under the terms and conditions of this agreement shall survive this agreement

28. Succession.

This agreement shall extend to and be binding upon the successors of the parties and assigns of the County.

29. Force Majeure.

A party shall be excused from performance under this agreement for any period that the party is prevented from performing as a result of an act of God, strike, war, civil disturbance, epidemic, or court order, provided that the party has prudently and promptly acted to take any and all steps that are within the party's control to ensure performance. Subject to this provision, such non-performance shall not be deemed a default or a ground for termination.

30. Mediation.

In the event a dispute arises as to the rights and obligations among the parties hereto, the parties agree to attempt to resolve the dispute through mediation as a condition precedent to seeking legal and equitable remedies. The parties agree to evenly split the costs of any such mediation services. The parties shall mutually agree upon the choice of mediator. In the event the parties have not agreed upon a mediator within twenty (20) days of written notice to the other regarding the dispute, then a list of seven potential mediators will be obtained from the New Mexico Association of Counties and the parties shall utilize a striking process until a mediator is agreed upon.

31. Notice to Proceed.

It is expressly understood that this Agreement is not binding upon the County until it is executed by the Board of County Commissioners after voting on the contract at a public meeting. The Contractor is not to proceed with its obligations under the Agreement until the Contractor has received a fully signed copy of the Agreement.

32. Attorney's Fees.

In the event this Agreement results in dispute, mediation, litigation, or settlement between the parties to this Agreement, the prevailing party of such action shall NOT be entitled to an award of attorneys' fees and court costs.

33. Cooperation.

All parties hereto will fully cooperate with the other and their respective counsel, accountant, and agents in connection with any steps required to be taken under this Agreement.

34. Patent, Copyright, Trademark and Trade Secret Indemnification.

A. The Contractor shall defend, at its own expense, the County of Torrance against any claim that any product or service provided under this Agreement infringes any patent, copyright or trademark in the United States or Puerto Rico, and shall pay all costs, damages and attorneys' fees that a court finally awards as a result of any such claim. In addition, if any third party obtains a judgment against the County of Torrance based upon the Contractor's trade secret infringement relating to any product or service provided under this Agreement, the Contractor agrees to reimburse the County of Torrance for all costs, attorneys' fees and the amount of the judgment. To qualify for such defense and/or payment, the County of Torrance shall:

- i. give the Contractor prompt written notice of any claim;
- ii. allow the Contractor to control the defense or settlement of the claim; and
- iii. cooperate with the Contractor in a reasonable way to facilitate the defense or settlement of the claim.

B. If any product or service becomes, or in the Contractor's opinion is likely to become the subject of a claim of infringement, the Contractor shall at its option and expense:

- i. provide a procuring agency of the County the right to continue using the product or service;
- ii. replace or modify the product or service so that it becomes non-infringing; or
- iii. accept the return of the product or service and refund an amount equal to the depreciated value of the returned product or service, less the unpaid portion of the purchase price and any other amounts which are due to the Contractor. The Contractor's obligation will be void as to any product or service modified by the procuring agency of the County to the extent such modification is the cause of the claim.

35. Professional Liability Insurance.

Contractor agrees to maintain in full force throughout the duration of the Agreement a professional liability insurance policy with a minimum coverage of \$1,000,000.00 per occurrence/ \$2,000,000.00 aggregate.

36. Contractor's Payment of Property Taxes.

Contractor acknowledges that County has established a policy of ensuring that all individuals and businesses that benefit financially from County through contract are current in paying their property tax obligations to mitigate the economic burden otherwise imposed upon County and its taxpayers.

Contractor warrants and certifies that it is presently not delinquent in the payment of its property tax obligations, and that it will not become delinquent during the term of this Contract.

37. Termination For Failure to Comply with All County Tax Requirements.

Without limiting the rights and remedies available to County under any other provision of this contract, failure of Contractor to cure a tax delinquency within 10 days of notice shall be grounds upon which County may terminate this Contract.

38. Notices.

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the County: Janice Y. Barela, Interim County Manager // PO Box 48// Estancia, NM 87016

To the Contractor: J. Kory Baker // PO Box 254 // Estancia, NM 87106

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of signature by the Board of County Commissioners below.

By: _____ Date: _____
Contractor

Printed Name: J. Kory Baker

Address: PO Box 254, Estancia, NM 87106

By: _____ Date: _____
Interim County Manager

Printed Name: Janice Y. Barela

Address: 205 S Ninth Street, Estancia, NM 87016

By: _____ Date: _____
Torrance County Purchasing Agent

Printed Name: Noah J. Sedillo

Address: 205 S Ninth Street, Estancia, NM 87016

BOARD OF COUNTY COMMISSIONERS

APPROVED, ADOPTED AND PASSED on this 9th day of September, 2020.

Ryan Schwebach
Chairman, District II

Javier Sanchez
Vice Chair, District III

Kevin McCall
Commissioner, District I

Attest:

John M. Butrick
Torrance County Attorney

Linda Jaramillo
Torrance County Clerk

J. Kory Baker

Architect

PO Box 254
Estancia, NM 87016

Phone: 505-384-3112
Email: j.k.baker@centurylink.net

August 31, 2020

Torrance County Road Department
PO Box 48
219 South Tenth St
Estancia, NM 87016

Attn: Leonard Lujan
Road Superintendent

cc: Noah Sedillo
Torrance County CPO

Proposal for Services

Construction documents for renovation of and additions to existing TCRD Building at 201 Salt Mission Trail

Architectural fee	\$25,500.00
Gross receipts tax 6.75%	\$1,721.25
Total	\$27,221.25

Includes all drawings required for a building permit for the following: Renovation of existing 40 x60 pre-engineered metal building. Addition of one 25 x 60 pre-engineered metal building containing office, reception area and break room. Addition of one 60 x 80 pre-engineered metal building for vehicle storage and maintenance. Design work is to be per on site meeting of 4-20-20.

Architectural fee is based on 6% of an estimated \$425,000 construction budget. 1500 sf office building at \$105/sf = \$157,500. 4800 sf maintenance building at \$55/sf = \$240,000. Renovation of existing building = \$27,500.

Survey showing existing conditions to be provided by owner, CAD format preferred.

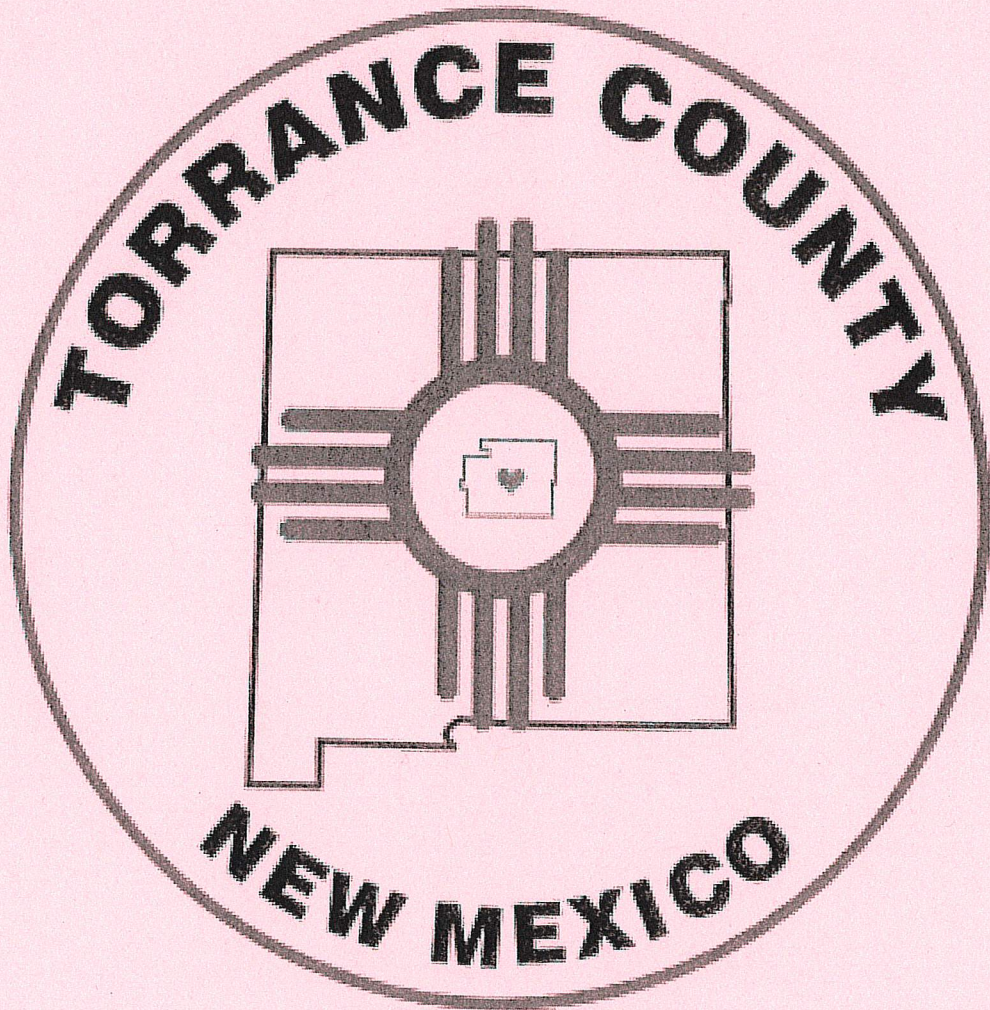
Excludes surveying, geotechnical engineering, engineered grading/drainage plan and any other specialized engineering required by governing authorities.

Reimbursable expenses (printing) will be billed at cost.

Thank you,



Kory Baker



*Agenda Item
No. 12-B*

**TORRANCE COUNTY
DWI PREVENTION
PROGRAM
DWI PLANNING COUNCIL
BY-LAWS**

DEVELOPED AUGUST 30, 2020

DR. TRACEY MASTER, COORDINATOR

ADOPTED SEPTEMBER 9, 2020

TORRANCE COUNTY COMMISSION

MISSION STATEMENT:

The Torrance County DWI Planning Council, through the Torrance County DWI Prevention Program, is committed to improving the quality of life and safety of residents and visitors to our community by increasing prevention education and awareness, while reducing the incidence of DWI, underage drinking, and alcohol-involved domestic violence events.

In accordance with our mission statement, the Torrance County DWI Prevention Program operates all seven of the DFA-approved components:

Prevention
Enforcement
Screening
Treatment
Compliance Monitoring and Tracking
Coordination, Planning and Evaluation
Alternative Sentencing

The Torrance County DWI Prevention Program, recognizing that DWI, underage drinking, drug misuse and abuse, and alcohol-involved domestic violence incidences are detrimental to residents and visitors to the county, is committed to increase public awareness of these problems. By increasing this awareness, we hope to decrease these issues that are plaguing our community.

This document explains the purpose, organization and function of the Torrance County DWI Planning Council. The geographic boundaries of the DWI Planning Council are officially considered to include only Torrance County, although the Torrance County DWI Prevention Program has historically also provided services to the boundaries of the Moriarty-Edgewood School District which has buildings located in Torrance, Santa Fe and Bernalillo counties.

ARTICLE I – Statutory Authority and Program Oversight

The Torrance County DWI Planning Council is established pursuant to the following:

The DWI Planning Council for the Torrance County DWI Prevention Program is established pursuant to the authority which was provided when the 1993 New Mexico Legislature enacted Laws of 1993, Chapter 65. A portion of this law created the Local DWI Grant Program Act, compiled as Sections 11-6A-1 through 11-6A-6, NMSA 1978, as amended. The Statute gives authority to the State DWI Grant Council (Council) to approve funding, regulations and guidelines for the Program.

ARTICLE II – Entity Name

This entity shall be known as the Torrance County DWI Planning Council. The mailing address shall be:

Torrance County DWI Planning Council
P. O. Box 48
Estancia, NM 87016

ARTICLE III - Membership

1. Membership of the DWI Planning Council will be authorized and approved by the Torrance County Commission on an annual basis. Representation shall ideally include members from the following sectors, including law enforcement, schools, treatment, faith community, community members at large, courts, and compliance.
2. The DWI Planning Council will have between 5 and 25 voting members.
3. Membership will comprise of:
 - a. **Enforcement** – Up to one voting member from the following law enforcement agencies: Torrance County Sheriff’s Office, Estancia Police Department, Moriarty Police Department, Mountainair Police Department and New Mexico State Police. Because the Town of Edgewood falls within the Moriarty-Edgewood School District, an invitation shall be extended to the Edgewood Police Department.

- b. **Health Council** - One voting member shall represent the Partnership for a Healthy Torrance Community.
- c. **Faith Community** - One voting member shall represent the faith community.
- d. **Courts** – Up to one voting member from the following courts: 7th Judicial District Court in Estancia, Moriarty Magistrate Court, Estancia Municipal Court, Moriarty Municipal Court, and Mountainair Municipal Court. Because the Town of Edgewood falls within the Moriarty-Edgewood School District, an invitation shall be extended to the Edgewood Municipal Court.
- e. **Schools** – Up to one voting member shall represent the following school districts: Estancia Municipal Schools, Moriarty Municipal Schools and Mountainair Municipal Schools. Because many of their student population reside within Torrance County, an invitation shall be extended to the administration of the Estancia Valley Classical Academy in Edgewood.
- f. **Concerned Community** – Up to one voting member will represent each of the three Torrance County Commission districts. Because Edgewood and Stanley are included in the Moriarty-Edgewood School District, an invitation shall be extended to Southern Santa Fe County for one voting member.
- g. **Compliance Monitoring or Probation** – Up to one voting member will represent compliance of convicted DWI offenders.
- h. **Department of Health** – Up to one voting member will represent the New Mexico Department of Health.
- i. **Treatment** – Up to one voting member will represent substance abuse treatment or mental health counselors.
- j. **Media** – Up to one voting member will represent local media.

In order to be as inclusive as possible, and to encourage community involvement and participation, interested community members may elect to serve as non-voting members of the Torrance County DWI Prevention Program's DWI Planning Council.

ARTICLE IV – Officers

1. Chairperson –
 - a. Shall serve as Chief Executive Officer of the DWI Planning Council.
 - b. Shall appoint committees as needed.
 - c. Shall be ex-officio member of all committees.
2. Vice-Chairperson –
 - a. Shall act in the capacity of the Chairperson, in the event the Chairperson is not available.
 - b. Shall be an ex-officio member of all communities.
3. Elections –
 - a. Elections shall be held during the first meeting of each fiscal year.
 - b. The positions of Chairperson and Vice-Chairperson shall be nominated and elected by the members of the DWI Planning Council.
4. Secretary –
 - a. Shall be the Torrance County DWI Prevention Program Coordinator.
 - b. Shall produce all agendas and provide copies to DWI Planning Council members no later than 72 hours before a scheduled meeting.
 - c. Shall record all minutes of meetings and email draft minutes to DWI Planning Council members no later than 72 hours before a scheduled meeting.
 - d. Shall ensure that meeting information will be provided to the public, via the official Torrance County website, in accordance with the State of New Mexico Open Meetings Act.
 - e. Shall provide monthly updates to the DWI Planning Council.
 - f. Shall keep all documents and files as required by the Department of Finance and Administration, Local Government Division.
 - g. Shall complete correspondence for the DWI Planning Council.

ARTICLE V - Elections

1. Nominations – A slate of officers shall be nominated from the floor during the July meeting of each year.
2. Elections shall be made by a majority of the members present.
3. The term of office shall be two years. (There will be an exception for the first year that the Torrance County DWI Planning Council is established, at which time the chairperson shall be elected for one year.)

ARTICLE VI - Meetings

1. Regular meetings shall be held at the (LOCATION) at (TIME) on the (example – 2nd Wednesday/3rd Tuesday) of each month.
2. Special meetings shall be set on an as needed basis.
3. All Torrance County DWI Planning Council Members shall be notified of special meetings at least twenty-four (24) hours in advance.
4. In the event that the regularly scheduled meeting date needs to be changed for any reason, each member shall be notified of the change.
5. A quorum constitutes all those present with a minimum of three (3) members of the Torrance County DWI Planning Council, at least one of whom shall be either the Chairperson or Vice-Chairperson.
6. The Chairperson will announce that no meeting will be held due to lack of quorum. In the event quorum is not met, the scheduled meeting shall become a work session.

ARTICLE VII - Fiscal Policy

1. Grant Applications
 - a. The general membership of the Torrance County DWI Prevention Program shall provide suggestions and input to the Program Coordinator during the application process. Suggestions and input are not binding to the Program, as all applications must meet the requirements and rules set forth by the Department of Finance and Administration, Local Government Division, LDWI Bureau.
 - b. Grants for which the Torrance County DWI Prevention Program applies or receives shall be executed by authority of the Torrance County Commission or its designee.

- c. No officer or member shall have the authority to bind Torrance County to any contract or engagement, to pledge its credit, or render it liable for any amount.

2. Signing of Grant Applications

- a. All applications shall be signed by the chairperson or vice-chairperson, according to requirements set forth in the qualifying instructions of the application. Signatures shall be made upon completion of the application.

3. Distribution of Grant Funds

- a. Distribution of Grant Funds received by the Torrance County DWI Prevention Program shall be strictly in accordance with the grant applications submitted by the Torrance County DWI Prevention Program.
- b. These funds shall not supplant general funds.

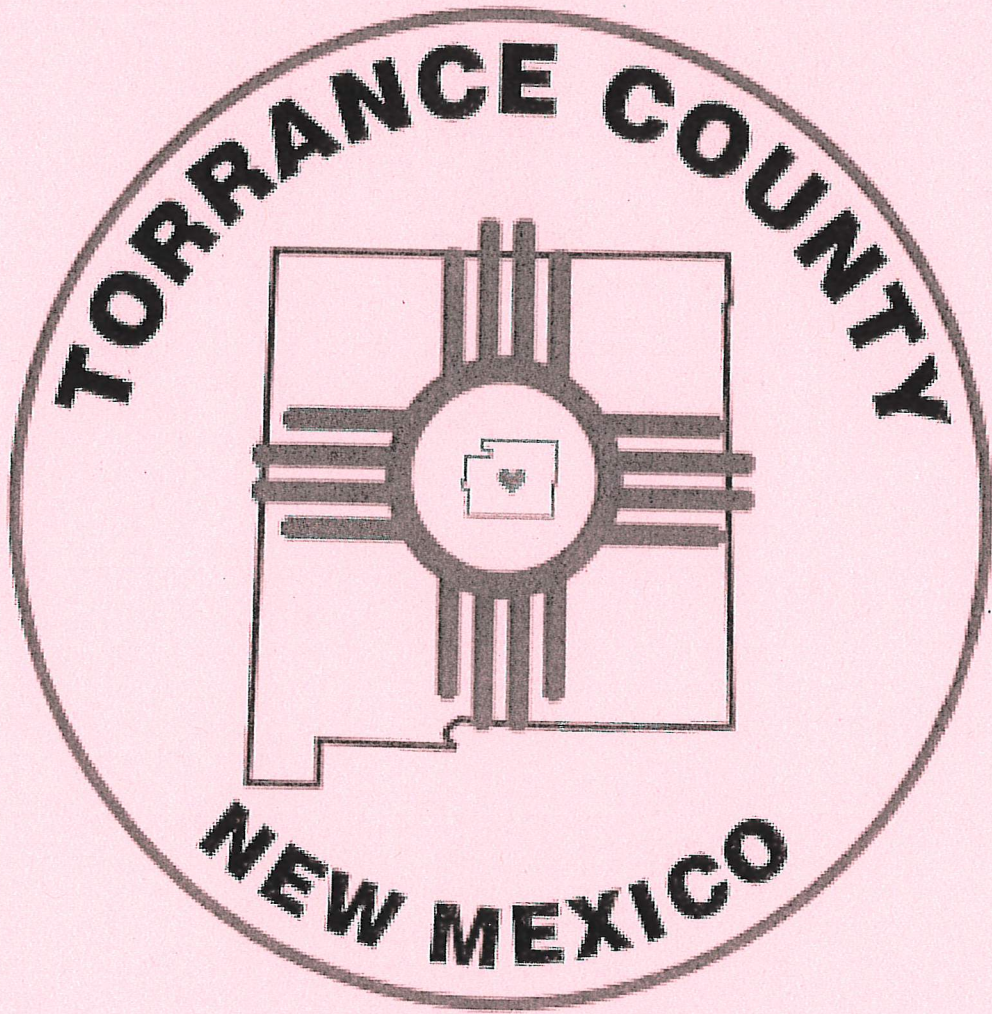
Article VIII - Revisions

New by-laws may be adopted or amended by a majority vote of the Torrance County DWI Planning Council. Members must be notified of proposed new by-laws or amendments by receiving a copy thereof at least one week preceding the meeting at which the vote is to be taken. Upon approval of the membership, the new or amended by-laws will be presented to the Torrance County Commission for final approval.

These bylaws are approved by the Torrance County Commission on this 9th day of September 2020.

Ryan Schwebach, Commission Chair

John Butrick, County Attorney



*Agenda Item
No. 12-C*

CARES ACT FUNDING RECIPIENT:**Torrance County**AWARD NUMBER:**CARES-22000-TOC**FUNDING AMOUNT:**\$116,594**EXPIRATION DATE:**December 30, 2020**CARES ACT FUNDING CRITERIA

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

These guidelines can be located in the "Coronavirus Relief Fund Guidance for State, Territorial, Local and Tribal Governments – Updated June 30, 2020" document attached with this award letter.

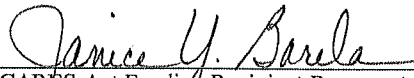
CARES ACT FUNDING REIMBURSEMENT

The Department of Finance & Administration will disburse the CARES Act funds through a reimbursement process. The CARES Act Funding Recipient will submit to the Reimbursing Agency, Exhibit 1: Request for Payment form along with Exhibit 2: Coronavirus Relief Fund Backup Documentation Form and Exhibit 3: Coronavirus Relief Fund Payroll Backup Documentation Form, and Exhibit 4: Detailed Report form, as applicable. The recipient must submit these Exhibits, along with supporting document(s) as evidence of expenses. The Department of Finance & Administration will review these documents to ensure all expenses reflect the intent and purpose of the CARES Act funding language for reimbursement. All expenditures for which the CARES Act Funding Recipient requests reimbursement must occur between March 1st, 2020, and December 30th, 2020. The latest date the Appropriation Recipient may submit a Request for Payment is January 31st, 2021. With the submission of the final Exhibit 1: Request for Payment, the CARES Act Funding Recipient must include a completed Exhibit 4: Detailed Report form in order to receive the final reimbursement.

CERTIFICATION

I hereby certify that **Torrance County**:

1. Will only use the CARES Act funds to carry out and/or perform activities described in CARES Act funding criteria.
2. Will comply with State Procurement Code, if applicable. The execution of binding written obligations or purchase orders with third party contractors or vendors for the provision of services, including professional services, or the purchase of tangible personal property and real property may be submitted for prior approval before making an expenditure.
3. Ensures that the CARES Act funds only benefit entities in accordance with applicable law.
4. Will follow the procedure described in "CARES Act Funding Reimbursement" for reimbursement of funds.
5. Will follow all reporting requirements as outlined in the Coronavirus Relief Fund Reporting and Record Retention Requirements.



CARES Act Funding Recipient Representative

9.1.2020

Date



CARES Act Funding Recipient CFO

9-1-2020

Date

095746517

DUNS Reporting Number for System for Award Management (SAM)

Reimbursing Agency: Department of Finance & Administration

Business Unit: 34100

APPROVAL

In accordance with the authority conferred on the Department of Finance & Administration by the State of New Mexico, I hereby approve this certification for CARES Act Funding (**CARES-22000-TOC**) in the amount of **(\$116,594)**.

Department of Finance & Administration Representative

Date

Department of Finance & Administration CFO

Date

Cheryl Allen

From: Google Forms <forms-receipts-noreply@google.com>
Sent: Friday, August 7, 2020 5:37 PM
To: Cheryl Allen
Subject: CARES Act Relief Funds – Local Government Application

Thanks for filling out CARES Act Relief Funds – Local Government Application

Here's what we got from you:

[Edit response](#)

CARES Act Relief Funds – Local Government Application

CARES Act Relief Funds – Local Government Application Instructions STATE OF NEW MEXICO LOCAL GOVERNMENT RELIEF GRANT APPLICATION PERIOD OPENS JULY 24, 2020 AND CLOSSES AUGUST 7, 2020 The CARES Act provides that payments from the Fund may only be used to cover costs that— 1. Are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19); 2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and 3. Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020. The State of New Mexico is providing Coronavirus Aid Relief funds to reimburse costs for expense due to COVID-19. ***IMPORTANT: PLEASE READ ALL OF THE CORONAVIRUS RELIEF FUND GUIDANCE FOR STATE, TERRITORIAL, LOCAL, AND TRIBAL GOVERNMENTS INFORMATION. APPLICATIONS ARE FINAL UPON SUBMISSION, THEREFORE, ADDITIONAL INFORMATION WILL NOT BE REQUESTED OR CONSIDERED. 1. Who can apply? All Counties and Municipalities may apply for the Local Government Care and Small Business Continuity Grant Funds 2. Who is not eligible to apply? Businesses, Non-Profits, or Individuals 3, What documents are required? • Completed application form (submitted online) • Completed W9 Form (if not already on file with the Department of Finance & Administration) • Voided check OR Letter from financial institution verifying account/routing numbers (if account information is not already set up with the Department of Finance & Administration) • Small Business Continuity Grant Program Proposal. 5. What expenses will be covered? Expenses incurred from March 1, 2020 to December 30, 2020 for the following: • Purchase of personal protective equipment (PPE) required to conduct government business • Expenses incurred to mitigate the spread—sanitizing, public service announcements • Public health and safety personnel costs • Senior programs • Corrections • Police • Fire/EMS • Necessary expenses as stated in the Coronavirus Relief Fund Guidance • Small Business Continuity Grants • Childcare Assistance • Housing/Rental Assistance Applicants must be aware that applying for this grant may result in not being eligible to apply for other federal grants. Funds will be provided on a reimbursement basis. (Grantees must submit clear copies of invoices and proof of payment. This is

required for federal audit purposes.) (Documentation regarding payroll expenses will be required.) Required documents. If you have more than 5 files to submit, please combine files before submitting. Files must be less than 2MB each or 10 MB total. (Allowed file types: pdf, jpeg, png) • File #1 - Completed W9 Form (if applicable) • File #2 - Voided Check or Bank Letter with Account/Routing Info (if applicable). Payments will be made directly into county or municipality bank account. By providing us this information, you certify that the information provided is correct and you authorize the NM Department of Finance & Administration to initiate credits for corrections to the financial institution. • File #3 – Small Business Continuity Grant Qualitative Proposal (See program guidance Exhibit 1) Grantees will be responsible for meeting all of the provisions for awarding, monitoring, reviewing, tracking, implementing and auditing the small business continuity grant in their community. LEGAL NOTICE: By clicking "submit" on the online application form, I certify that the information provided in this application is true and that the expenses will not be reimbursed through other CARES Act funds. I understand this grant is for expenses incurred between March 1, 2020 and December 30, 2020 as specified above. I understand that knowingly making a false statement to obtain this grant or providing expenditures that do not qualify may result in the applicant refunding all reimbursed expenditures to the Department of Finance & Administration. Contact information: For questions regarding this application, please email Wesley.Billingsley@state.nm.us or CarmenB.Morin@state.nm.us. After submitting the application, you will be notified of your award amount and will be allowed to proceed with submitting eligible reimbursement requests. Please allow 10 business days for processing after the submission deadline.

Email address *

callen@tcnm.us

Name of County or Municipality *

Torrance County

Address (City, State, Zip) *

P.O. Box 48; Estancia, NM 87016

Contact Name (First and Last Name) *

Janice Y Barela

1. Please provide a detailed statement as to how your government business was affected by the COVID-19 pandemic. Please identify how the New Mexico public health order and any other federal, or local mandates (if any) have impacted your local government operations and economy. (A simple

statement that revenues declined in not sufficient. Federal funds cannot be used to backfill revenue shortfalls.) *

Torrance County responded to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) with closures and mitigation practices. All expenses requested in this application were NOT accounted for in the Torrance County FY2020 and FY2021 Operating Budgets. Torrance County is requesting a total of \$266,500 to cover COVID-19 related expenses. Necessary expenditures by the County incurred and anticipated expenses during the COVID-19 emergency include: 1) Communication to setup and continue live public meetings: \$451 actual; 2) Acquisition of sanitizing and personal protective equipment for personnel and members of the public: \$7,428 actual, and \$15,000 projected (The projection was doubled because of the approach of cold weather.); 3) Purchase of products for the disinfection of public facilities: \$3,897 actual, and \$8,000 projected; 4) Improvement to telework capabilities made available through contract IT services: \$6137 actual, and \$4,000 projected; 5) Overtime dedicated to COVID-19 mitigation: \$689 actual, and \$1,500 projected; 6) Sick leave and paid family and medical leave to public employees, and salary associated with response to COVID-19: \$35,204 actual, and \$100,000 projected. (Projected costs include, but are not limited to term positions for janitorial staff and a float clerk.); 7) Support for Emergency Operations Center (EOC) to include purchase of four laptops: \$6,577 actual, and \$2,173 projected (The laptops are needed to support key functions within the Emergency Operations Center: Operations, Planning, Logistics, and Financial/Administrative. Within these functions key personnel need to have laptops to perform EOC duties.); and 8) Non-congregate sheltering: \$75,000 projected. The costs presented here are submitted in spreadsheet form in Attachment 1: COVID-19 Cost Breakdown for Torrance County. Regarding revenue loss, Torrance County has found it difficult to evaluate the actual loss of tax revenue due to COVID-19. During the health emergency, construction on wind farms ramped up and will continue for 1 ½ years through the end of 2021. The tax revenue from this construction masks COVID-19 effects. Additionally, tax revenue from businesses benefits the municipalities in which they are located. The County has seen a decline of about \$7,000 in gasoline taxes from stations in Clines Corners and Tajique but only for a one month period.

2. Was your local government office(s) closed to the public completely for a period of time? *

Yes

No

3. Please indicate dates or any additional information relevant to the closure or non-closure.

Torrance County offices were closed to the public beginning March 23 due to COVID-19. On that date, non-essential offices were instructed to reduce staff to no more than five employees in any office during the work day utilizing telework or rotating schedules. At risk employees were allowed to telework or granted leave. County business was conducted via phone, mail, and email. A drop-off box was installed. The County Administrative Building was closed completely on March 30, to allow deep cleaning and disinfecting. After consulting with the Department of Health, employees were brought back to work on March 31. The Administrative Building re-opened to the public on May 4. Animal Services was closed to the public beginning March 23. During the closure, Animal Services staff worked on-call, 24-7 to cover emergencies, and the staff did not receive COVID pay. Animal Services

opened using a phased approach. Beginning May 18, the animal food pantry was opened on an appointment basis to serve residents requiring assistance with pet food. Complete re-opening occurred on June 15. Staffing restrictions were not applied to the Sheriff's Office or Emergency Fire and Medical services. The 911 Dispatch Center was closed to everyone including certified law enforcement officers to protect the vital dispatchers from potential contact to COVID-19. The 7th Judicial Court Building remained open per statute. Jury trials were discontinued temporarily; however, hearings were completed via phone and video. These closures were consistent with the Public Health Order. The County Commission conducted regular meetings as required by the Open Meetings Act but encouraged public to voluntarily stay away. Public participation was facilitated via the County's phone bridge audio-option only or listened to on KXNM radio. Meetings were held via Zoom beginning April 22. Although meetings continued without interruption, public participation at meetings decreased even with access enabled through phone and Zoom. Decreased participation had an impact on the public comment period for development of the Southern Torrance County Economic Development Plan. The initial presentation of the draft was delayed and the public review period was extended three times. With each extension, County staff had to work with the funding agency to obtain appropriate permissions. The property tax protest period was pushed back from April 1 to May 1. Primary elections were conducted with social distancing in place. Poll workers wore masks and face shields. Masks were made available to voters. Absentee ballots were encouraged. Although the Administrative Building was closed completely to the public for a period of time, Torrance County business continued without interruption except for Animal Services. Access to the Clerk's Office was enabled using a drop off window between the office and outside the building. This allowed uninterrupted service to issue and record marriage licenses—a service that requires visual contact. Word spread regarding our service, and people who lived outside Torrance County visited our Clerk to complete marriage transactions. Senior Centers in Estancia, Moriarty, and Mountainair provided, and continue to provide, non-congregate meal service with uninterrupted home delivery and by making meals available using a drive-through service at each of the centers.

4. Please provide a detailed description of how your government entity has attempted to mitigate the spread of COVID-19 within your community and any enforcement measures taken that may increase the cost of the local government's response. *

Torrance County has a strong partnership with the Department of Health (DOH) through the Cities Readiness Initiative (CRI), and with our Public Health Office in Estancia. Torrance County had plans in conjunction with DOH and Public Health to mitigate the spread of COVID through community outreach, public education, public testing sites throughout the county, and plan development with our private partners (business and industry). Torrance County issued regular press releases to update the public on Torrance County actions. Other strategies included airing public service announcements on KXNM radio, placing signs on building and lobby entrances, updating the public via the County website and social media platforms, and publishing information in The Independent weekly newspaper. The County provided facemasks and hand sanitizer for staff and public use. Deep cleaning was added to regular janitorial duties, and one employee works overtime to provide extra sanitation in the Administrative and Judicial buildings. Sheriff's deputies and State Police patrolled, and responded to complaints in reference to occupancy restrictions.

5. Provide a statement on how your entity demonstrated enforcement efforts, include history of enforcement, include - call volume and citations during the Pandemic. *

Torrance County Sheriff's Department (TCSO), and the municipal police departments in the county responded as requested to calls for service in reference to the Public Health Order. TCSO and the Estancia Police Department were the first agencies in New Mexico to enforce the mask order, in conjunction with the District Attorney's Office, and the Department of Health Enforcement Division. One person was arrested for violation of the mask order.

6. Provide a statement on how your entity demonstrated compliance with Public Health Orders. *

Torrance County implemented staffing modifications (work from home), stringent cleaning processes, and social distancing and mask guidelines within County facilities. The County also educated businesses and individuals in the county about the Public Health Orders. Masks and hand sanitizer were made available to staff and the public when visiting County facilities. Non-essential offices reduced staff to no more than five employees in any office during the work day utilizing telework or rotating schedules. At risk employees were allowed to telework or granted leave. The offices of the County Clerk, Treasurer, Assessor, Planning and Zoning, and Manager are separated from the public by plastic barriers. Only one member of the public is allowed admittance to the lobbies of the Clerk, Treasurer, Assessor, and Planning and Zoning. The County Manager regularly sent emails to all staff reporting closures, and providing guidance about masks and social distancing. Torrance County employees who interface with the public in the field or enter businesses were instructed to wear a face mask per the Governor's order. Employees whose job duties take them out of County offices and require hard physical labor generally away from the public (i.e. road crews) were directed to wear masks as required by existing personal safety regulations.

7. Provide a statement on what the impact on your community has been either because of complete closure or decline business operations. *

Torrance County is a rural county: 3,344.85 square miles. According to the US Census Bureau, Torrance County's estimated population as of July 1, 2019, is 15,461. We average 4.6 residents per square mile. Senior citizens make up 21.5% of the population, and 25.2% of Torrance County residents live in poverty. Three of our municipalities, Town of Estancia, Village of Willard, and Village of Encino, are food deserts. Those were all challenges before COVID-19. When the COVID-19 pandemic hit, Torrance County surveyed senior citizens to find out their needs. Results showed they needed food, water, fresh vegetables, cleaning supplies, toiletries, food for their pets, and of course, toilet paper. They, along with many other Torrance County residents, travelled many miles to purchase necessities only to discover shelves were empty. They expressed they could not afford to continue purchasing gasoline for their trips only to return empty handed. Bethel Storehouse saw an increase in people requesting food assistance. As our school districts delivered lunches to students, they discovered families' needs increased. We networked with non-profits and food banks to meet some of the needs. The issue of food deserts still remains a problem in these communities and in the unincorporated portions of the county. With senior citizens still being a vulnerable population, they continue to be isolated in their homes. Other threats exist. Torrance County is rich in culture and traditions. We have many annual celebrations that were cancelled due to the pandemic. Many of these events are fund-raisers to raise scholarship funds awarded to high school graduates to attend college. In addition, COVID-19 greatly reduced other scholarship opportunities for our youth. Estancia and Mountainair youth alone lost \$20,000 in opportunities. Even though we have not seen a dip in our gross receipts tax to date, small businesses express concern as summer and fall events are being cancelled since they receive most of their revenue during those seasons. At least two businesses in Moriarty have closed permanently due to COVID-19.

8. List what preventative policies and practices are in place to assist in mitigating the pandemic. *

Torrance County set mask and social distancing guidelines. We made masks and hand-sanitizer available to staff and the public, and this practice will continue. Occupancy restrictions and physical barriers have also been put in place in County buildings. Barriers will remain in place. Facilities maintenance has increased sanitation efforts and are cleaning County buildings more frequently and are more stringent. Torrance County is planning for possible boosts in COVID-19 cases with the advent of colder temperatures this fall and winter. To maximize protection and meet workload demands, the County plans to hire term help including an additional member of the janitorial staff and a float-clerk. Currently, two staff members provide janitorial services for 12 County buildings. One staff member works overtime each week to provide extra sanitization required to mitigate COVID-19. An additional person will reduce the workload and stress the current staff endures. A float clerk will be needed to provide coverage when full-time employees must take sick leave, which is expected to increase with cold weather. Because of COVID-19, regular County Commission meetings were conducted facilitating public participation via phone, radio broadcast, and Zoom. All three of these outreach methods will remain in place. Zoom meetings were also held to continue other County business during COVID-19. The Complete Count Committee and the Estancia Valley Youth and Family Council (EVYFC) held meetings via Zoom to prevent interruption of service and communication. Since starting this practice this spring, EVYFC added continued use of Zoom into its by-laws. The County Manager used Zoom meetings to maintain social distancing during regular weekly managers' meetings. This use of Zoom will also continue. Mitigation procedures implemented during early voting will remain in place during the November election cycle including early voting.

9. What are your contingency plans/guidelines for mass exposure (i.e., sheltering, displacement, homeless population)? *

Torrance County will utilize our Cities Readiness Initiative (CRI) policies in the event of mass exposure. We have a partnership with the Department of Health and Public Health to increase testing, and vaccination sites in the future as needed. Torrance County created a responder quarantine plan. We are currently in the process of creating a non-congregate shelter for transients and other compromised people in the community. No request has been made for relief funding from FEMA at this time, but the County anticipates requesting assistance to remodel an existing building to provide non-congregate shelter. Our Emergency Manager was instructed to apply for all funding through this application before applying for FEMA funding. The facility will serve individuals with no other safe place to quarantine, isolate, or social distance. This would include detainees diagnosed as COVID positive that were released from the Torrance County Detention Center. Although the detention center has non-congregate procedures in place, it cannot legally confine a detainee after granted release even if the detainee is COVID positive. Non-congregate sheltering is a strategy recommended and supported by the Federal Emergency Management Agency (FEMA) and the Department of Health (DOH) to support COVID-19 mitigation. FEMA expects local governments to identify continued sheltering that extends beyond December 31. Torrance County does not have jurisdiction over a shelter in the county and is bound by the rules that prevent modification and limit use of the existing shelter. The Office of the Emergency Manager will have primary authority to establish and operate the County's non-congregate shelter.

10. Public Health & Safety – Did you provide personnel and other Covid-19 related expenses for senior programs, corrections, police or fire/EMT? *

The Sheriff and Fire departments provided staff with extra gloves, masks, bleach solution, hand sanitizer, and 70% alcohol handy wipes. The Torrance County Sheriff's Office provided leave to a Transport Deputy who was exposed to an inmate who was COVID Positive. Two Sheriff administrative staff were placed on a weekly rotation for the month of May to prevent contact. Torrance County did not have direct COVID-19 expenses for its three senior centers as those expenses were incurred by Presbyterian Medical Services, the manager of the centers.

11. Provide a statement on your efforts to mitigate spread (PPE, sanitizing, social distancing, media) specifically for your government entity and the community *

Torrance County partnered with the New Mexico Department of Homeland Security and Emergency Management to provide PPE to the first responders in Torrance County and some businesses. During PPE shortages, Torrance County purchased PPE through vetted distributors to ensure PPE was available to responders. Masks were delivered to some businesses throughout the county and to the Estancia Public Library. The county implemented stringent cleaning and sanitation procedures to ensure buildings were thoroughly cleaned. Physical barriers (plastic partitions) were placed in all County departments that do business with the general public, and occupancy restrictions were put in place. Torrance County shared information on testing sites and COVID information on all media platforms.

12. Provide a statement on your intentions to use funding for housing or rental assistance. How will it be used, How will it be distributed? Do you have staff to administer this program? *

Not-applicable—Torrance County does not provide public housing.

13. Approximately, how much revenue has been lost in Gross Receipts Tax for your community during the pandemic? (please provide dollar amount) *

7000

14. Has your government entity requested FEMA relief funds? If so, please provide the amount requested. Also, documentation may be requested proving your entity requested these funds. (please provide dollar amount) *

0

15. Amount of funds you are requesting for Covid-19 related expenses. (please indicate dollar amount) *

266500

State of New Mexico Small Business Continuity Grant Application Opportunity

See Exhibit 1 provided in application instructions for details. (Entity must submit a proposal to be considered for these funds.)

1. Please provide the number of businesses in your community and or county that were closed because of COVID-19? How many of these business have remained closed or were unable to open because of COVID-19? *

Torrance County is NOT requesting funding for Small Business Grants. County leadership decided the short grant application period did not allow sufficient time to properly research business closures and other consequences, determine grant criteria and vetting procedures, or hire a qualified person to manage the Small Business Grant program. Clarification of our reasoning behind this decision is provided in Attachment 2: Small Business Continuity Program Proposal for Torrance County.

2. Do you have licensed small businesses in your community with 50 or fewer full-time equivalent employees that may qualify for CARES Act grant funding if available for business continuity or business redesign? *

Yes

No

3. Does your local government agree take on the responsibility for the application process and distribution of funds to the small business if approved? *

Yes

No

4. Amount of funds you are requesting for Small Business Grants. (please indicate dollar amount) *

0

5. Provide a qualitative proposal on how your entity will implement, administer and oversee the program. Entity must follow guidance included in Exhibit 1 *

Submitted files



Attachment 2 Small Business Continuity Program Proposal for Torrance County - Cheryl Allen.pdf

[Create your own Google Form](#)

**Attachment 1:
COVID-19 Cost Breakdown for Torrance County**

Fund	Description	Amount	Actual or projected	Reason
835	Salaries	\$35,203.38	A	
835	Salaries	\$100,000.00	P	
835	Telecommunications	\$450.22	A	Set up to continue to have live public meetings
835	Contract IT services	\$6,136.80	A	Set up for teleworking and other it issues needed for covid
835	Contract IT services	\$4,000.00	P	Continued covid it related issues, lees due to work done on front end of emergency
835	Safety Supplies	\$7,427.68	A	Mask and other supplies
835	Safety Supplies	\$15,000.00	P	Continual purchase of safety related supplies, doubled as we come into colder months and start of Flu season to coincide
612	Laptop, EOC functions (Clerk)	\$2,231.83	A	Laptop Clerks office to provide support for EOC
401	Laptop, EOC functions (Planning)	\$2,172.51	A	Laptop for Manager's Office EOC support as Planning Section Chief
620	Laptop, EoC functions (HR)	\$2,172.51	A	Laptop HR to provide support for EOC
620	Laptop, EOC functions (Grants)	\$2,172.51	P	Laptop for Grants to provide support for EOC
401	Overtime extra cleaning	\$689.00	A	Extra cleaning afterhours for election and Judicial
401	Overtime extra cleaning	\$1,500.00	P	Extra cleaning afterhours for election and Judicial
401	Cleaning supplies	\$3,896.31	A	Extra cleaning supplies for sites across county
401	Cleaning supplies	\$8,000.00	P	Extra cleaning supplies for sites across county
620	Non-congregate sheltering	\$75,000.00	P	
	Total	\$266,052.75	Actual spent	\$60,380.24 Projected
	25%	\$66,513.19		\$51,418.13
	75%	\$199,539.56		\$154,254.38

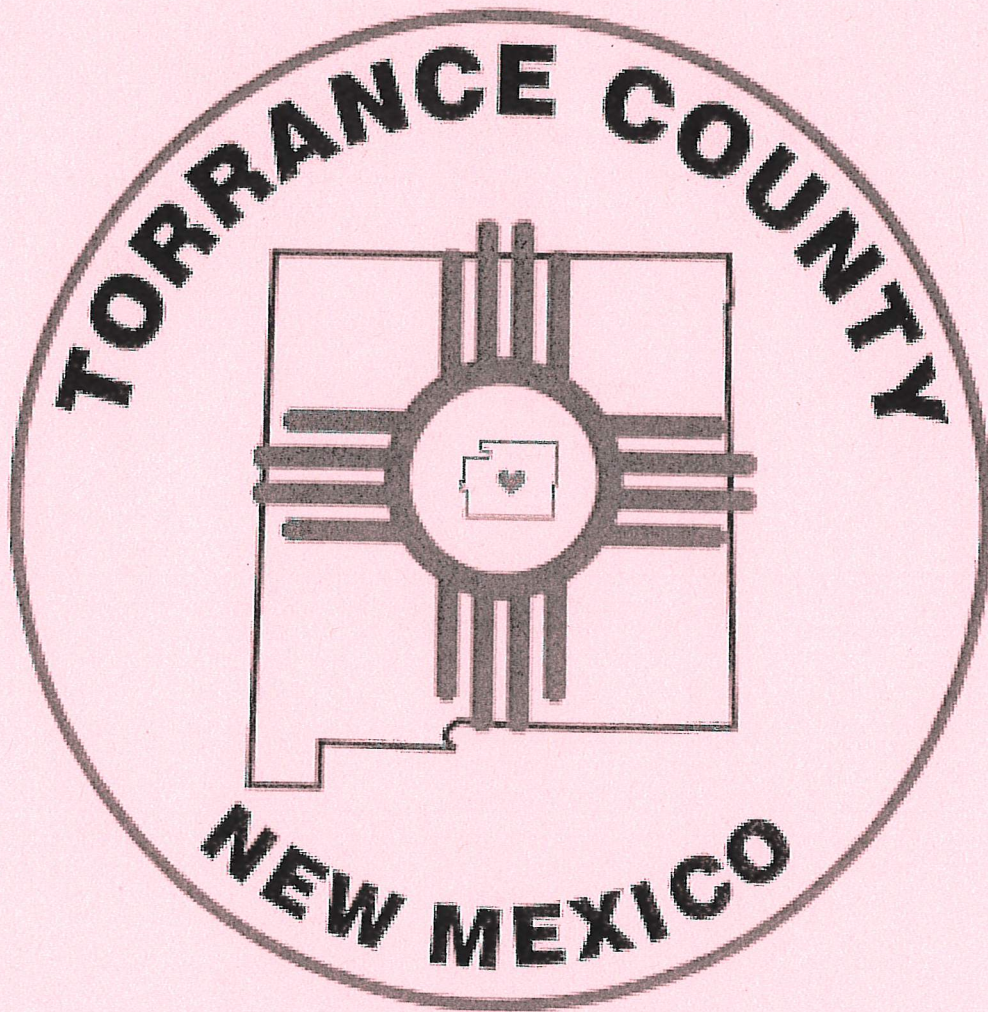
Attachment 2: Small Business Continuity Program Proposal for Torrance County

Torrance County is NOT requesting funding for Small Business Grants. County leadership decided the short grant application period did not allow sufficient time to properly research business closures and other consequences, determine grant criteria and vetting procedures, or hire a qualified person to manage the Small Business Grant program.

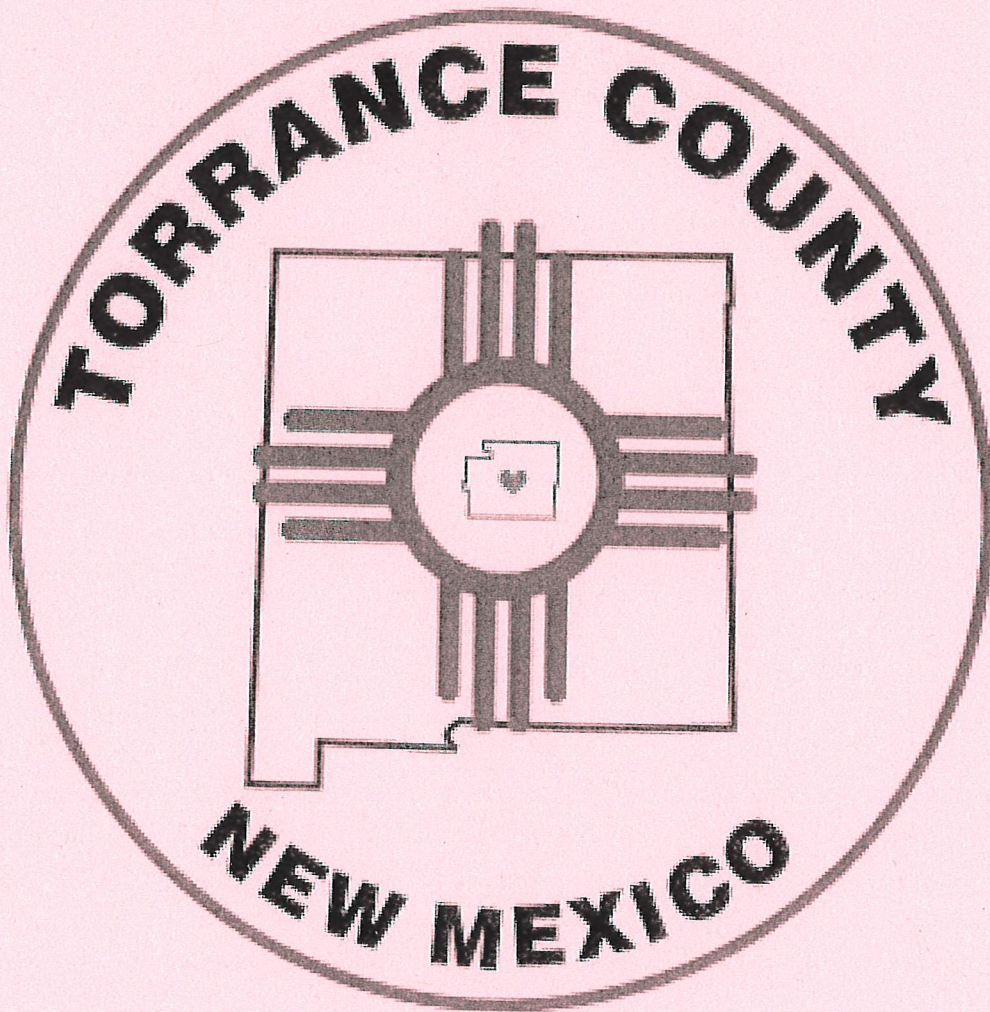
Torrance County and the municipalities within the county do not have a Chamber of Commerce, Better Business Bureau, or other entity to contact to obtain reliable information about business closures and conditions caused by COVID-19. In an attempt to obtain this information, the Torrance County Grants Manager contacted the Mid-Region Council of Governments (MRCOG). Sandy Gaiser, Regional Planning Manager of MRCOG reached out to the governments of five municipalities to obtain this information. Moriarty reported that out of 225 business licenses they had 56 business closures with 2 closed permanently. Two different Estancia leaders provided two different sets of numbers. Nathan Dial, the Mayor of Estancia, reported he spoke with at least one non-profit that was worried how they were going to continue their meals program. No other municipalities responded.

Torrance County Commissioners also voiced concerns regarding developing a set of criteria to select and vet business to receive the funding. The application period did not allow us enough time to plan a strategy to create a selection process free of bias or the appearance of bias.

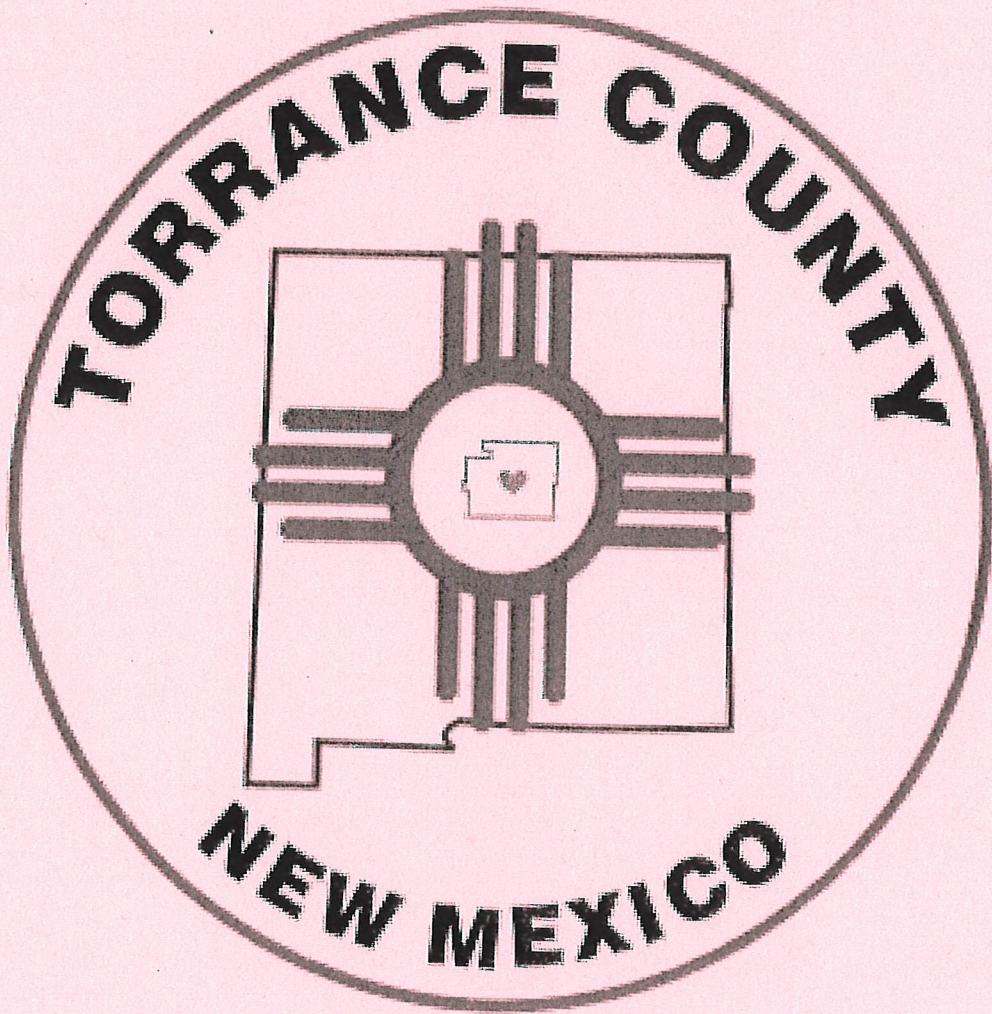
The County's hiring process takes eight weeks, which would prevent hiring of a qualified person to manage the Small Business Grant program. Department heads begin the recruiting process by submitting a Request for Hire to Human Resources (HR). HR posts the opening on the next Monday utilizing an on-line application system that automatically advertises the position on the Torrance County website and Indeed.com. Positions are also advertised through Facebook and a local radio station and newspaper. Positions are posted for either two or three weeks (application period). Candidates post applications on-line, but the County will accept paper applications. The applicant must provide proof of qualifications or possession of any license, certification, or degree as required. Applicants furnish proof of identification and right to work in accordance with the Immigration Reform and Control Act of 1986. Within the first 2 days after the application period, HR and the department head will select candidates for interview. A hiring board completes interviews in one day. The board reviews skills, educational background, and experience. References for selected candidates are checked and takes about one week. A verbal offer is made within 24-48 hours after reference checks are completed. If a verbal offer is accepted, the validity of driver's licenses and criminal background checks are completed within 48 hours. At the same time, candidates are sent for drug testing. New hires are allowed to provide a two-week notice to current employers.



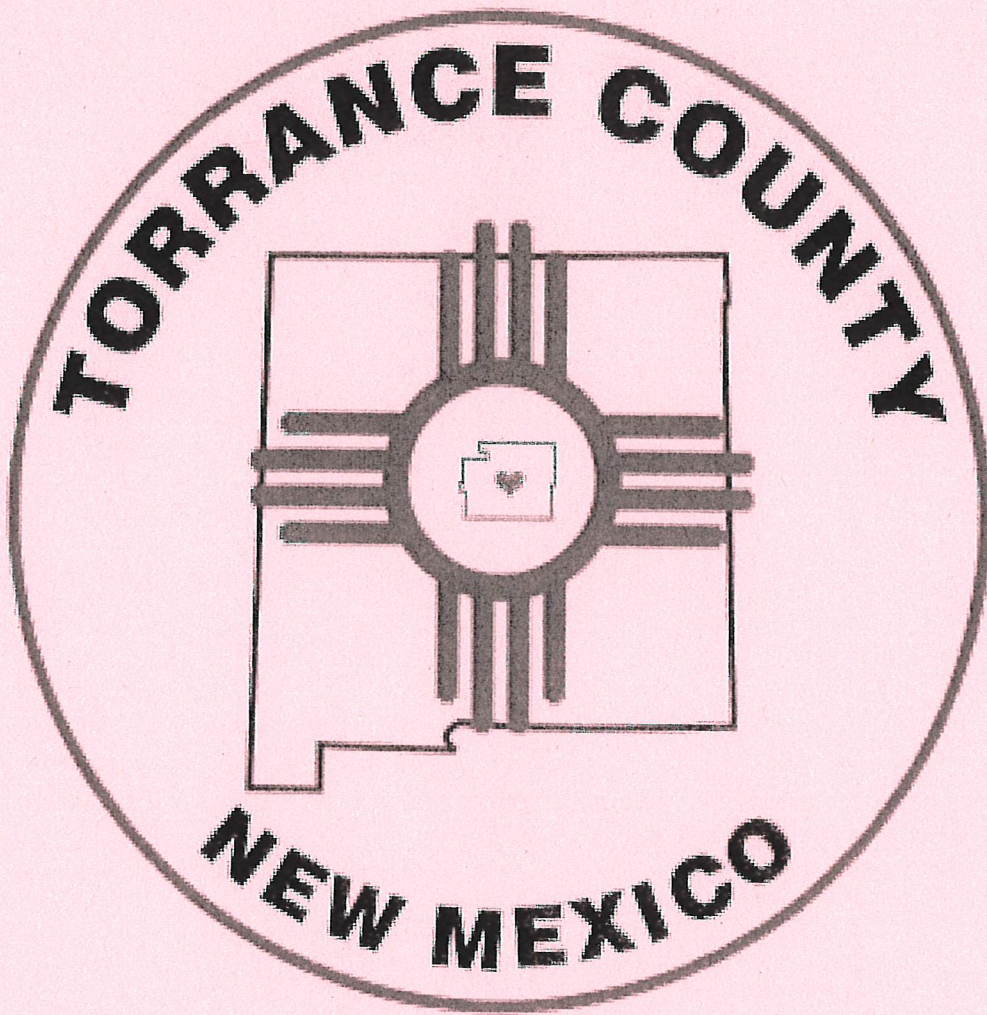
Agenda Item
No. 12-D



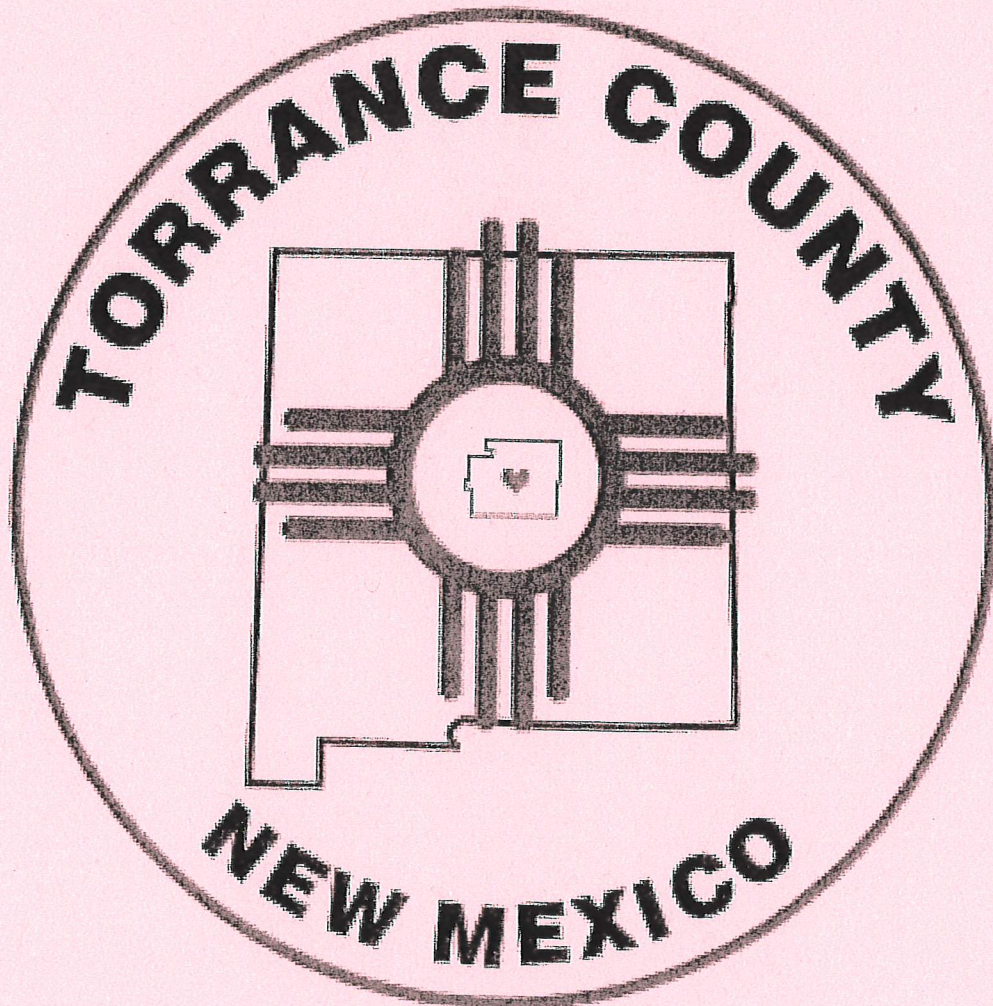
*Agenda Item
No. 13-A*



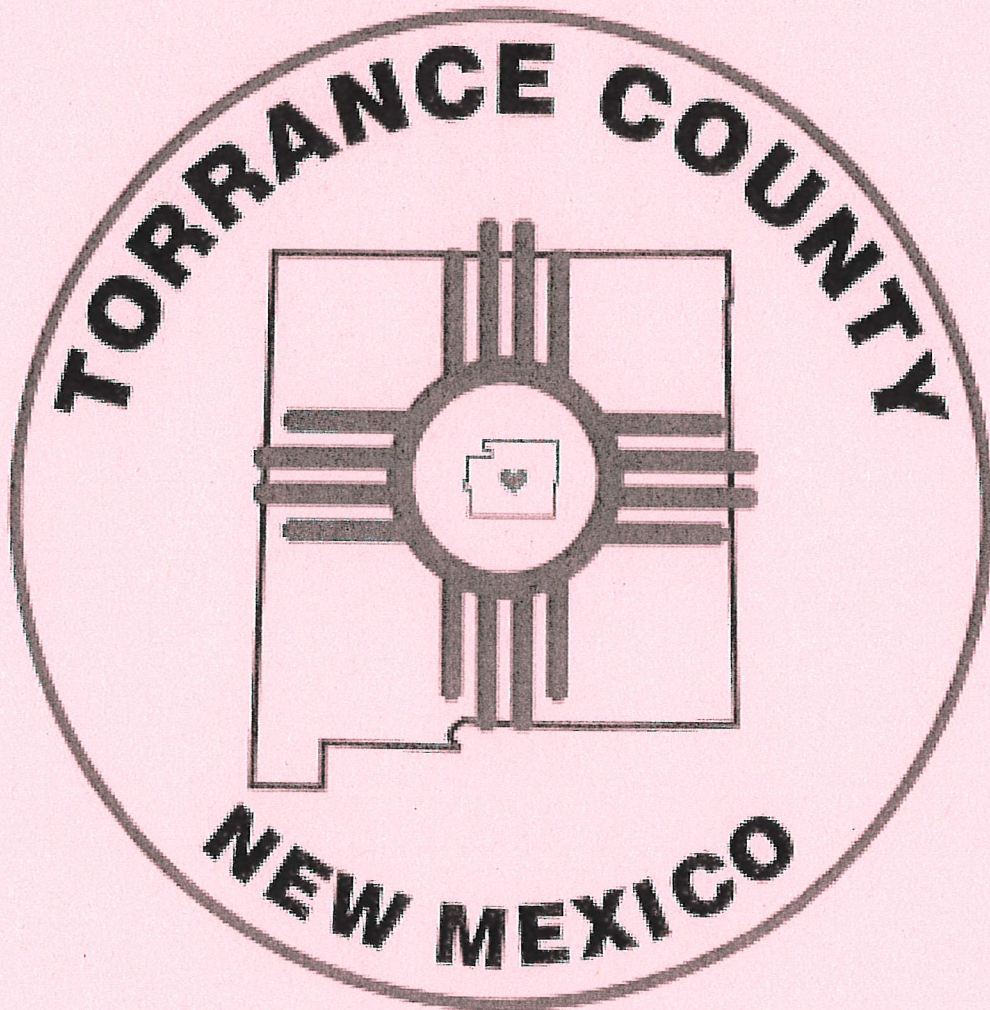
Agenda Item
No. 13-B



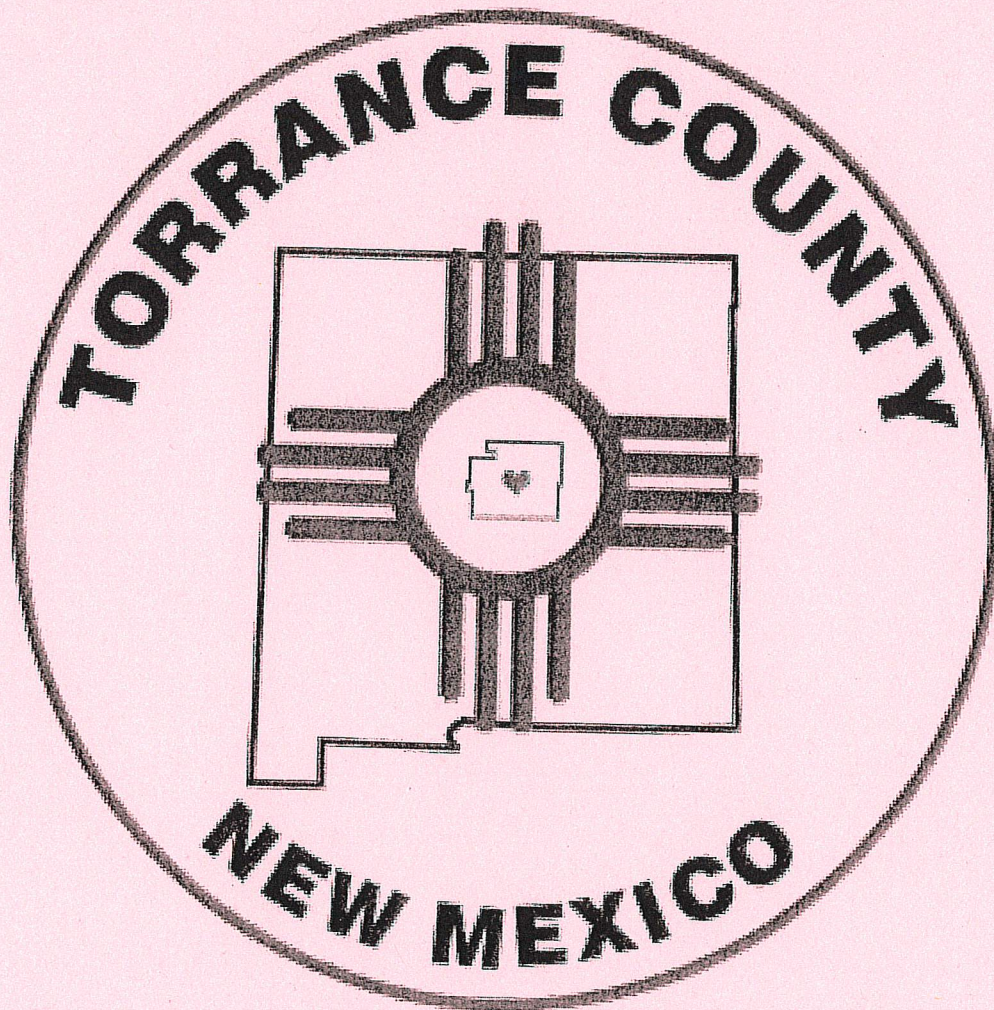
*Agenda Item
No. 13-C*



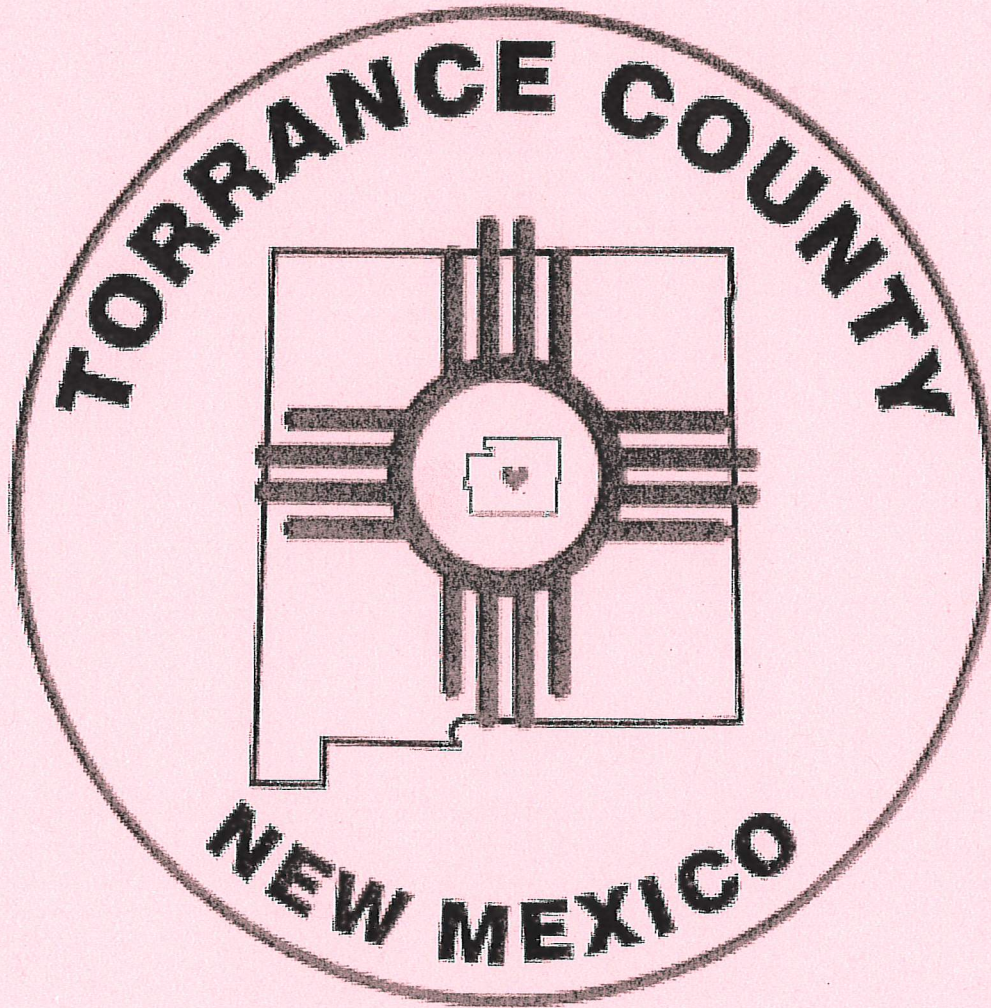
*Agenda Item
No. 14-A*



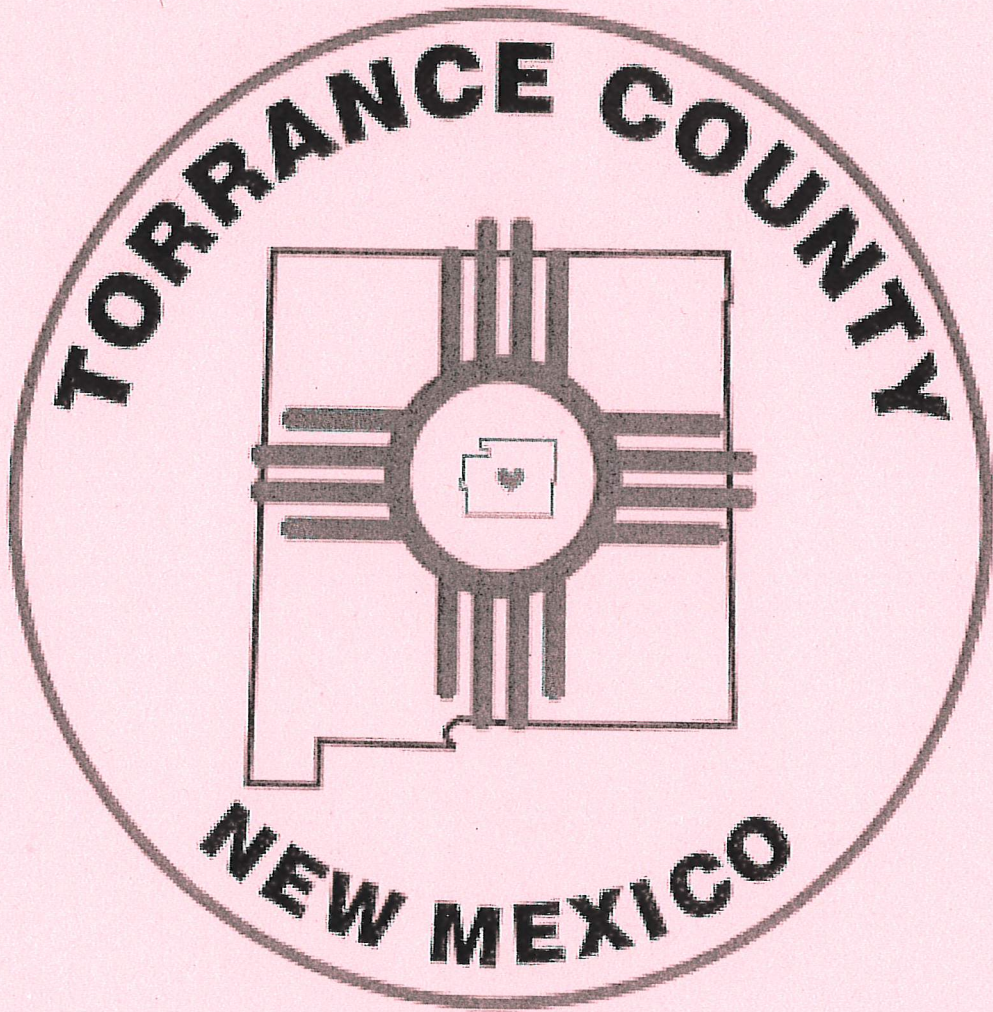
*Agenda Item
No. 14-B*



*Agenda Item
No. 15*



*Agenda Item
No. 16*



*Agenda Item
No. 17*